

Thought for the Day – “It’s nice to be important but it’s more important to be nice.”

~Author Unknown

The Youngwood Borough Council held its reorganization and regular session on the above date.

REORGANIZATION

Oath of Office - Mayor

Notary Shannon Moore presented and administered the Oath of Office to the elected Mayor for the Borough: Mr. Kris Long.

Oath of Office - Council

Mayor Long presented Mr. Billy Cowherd, Mrs. Anna Wojtseck-Carty and Mr. Matthew Peoria elected Councilpersons for the Borough. Mayor Long administered the Oath of Office to all elected Councilpersons.

Oath of Office - Tax Collector/Constable

Mayor Long presented Mr. Kenneth W. Reger, elected Tax Collector and Mr. Irvin Shipley, elected Constable for the Borough. Mayor Long administered the Oath of Office to both individuals.

Mayor Long called the meeting to order.

Mr. Palmquist opened the meeting with a prayer. He requested a moment of silence for faithful meeting attendee, Tommy Shoff, who passed away. In addition, Mayor Long read a statement that he prepared as a memorial to Tommy.

Borough Manager Schaefer led the pledge of allegiance.

Roll Call

Present at the meeting were Mrs. Wojtseck-Carty, Mr. Cowherd, Mr. Crago, Mrs. Long, Mr. Palmquist, Mr. Peoria, Mayor Long, Solicitor DiMascio, Engineer Schmitt, Public Works Supervisor Derco and Borough Manager Schaefer

Public Attendance – 18

Election of President and Vice-President

Mrs. Long, seconded by Mrs. Carty, nominated Mr. Crago for President. Mr. Cowherd, seconded by Mr. Peoria, nominated Mr. Palmquist for President.

Motion by Mr. Peoria, seconded by Mr. Cowherd, to close nominations.
Motion carried.

Roll Call Vote:

Mrs. Wojtseck-Carty	- Mr. Crago
Mr. Cowherd	- Mr. Palmquist
Mr. Crago	- Mr. Crago
Mrs. Long	- Mr. Crago
Mr. Palmquist	- Mr. Palmquist
Mr. Peoria	- Mr. Palmquist
Mayor Long	- Mr. Palmquist

4 – Mr. Palmquist 3 – Mr. Crago
Mr. Palmquist will serve as President.

Mr. Palmquist, seconded by Mr. Peoria, nominated Mr. Cowherd for Vice-President.

Mrs. Long, seconded by Mrs. Wojtseck-Carty, nominated Mr. Crago for Vice-President.

Motion by Mr. Palmquist, seconded by Mrs. Wojtseck-Carty, to close nominations.

Motion carried.

Roll Call Vote:

Mrs. Wojtseck-Carty	- Mr. Crago
Mr. Cowherd	- Mr. Cowherd
Mr. Crago	- Mr. Crago
Mrs. Long	- Mr. Crago
Mr. Palmquist	- Mr. Cowherd
Mr. Peoria	- Mr. Cowherd
Mayor Long	- Mr. Cowherd

4 – Mr. Cowherd 3 – Mr. Crago
Mr. Cowherd will serve as Vice-President.

RULES OF ORDER

Motion by Mr. Peoria, seconded by Mr. Cowherd, to adopt Roberts Rules of Order for all Borough meetings.

Motion carried.

ANNUAL APPOINTMENTS

Motion by Mrs. Long, seconded by Mr. Peoria, to appoint DeBlasio & DeBlasio Associates as Auditor.

Roll Call Vote:

Mrs. Wojtseck-Carty	- Yes	Mr. Palmquist	- Yes
Mr. Cowherd	- Yes	Mr. Peoria	- Yes
Mr. Crago	- No		

Mrs. Long - Yes
5 - Yes 1 - No
Motion carried.

Motion by Mr. Cowherd, seconded by Mr. Peoria, to appoint Michael Stack as the Primary Sewage Enforcement Officer.
Motion carried.

Motion by Mr. Cowherd, seconded by Mrs. Long, to appoint John Moore to the Vacancy Board. Term to expire December 31, 2022.
Motion carried.

PUBLIC HEARINGS

1. Dave Long of 233 South 4th Street, was present to congratulate the newly elected officials.

APPROVAL OF MINUTES

President Palmquist asked for additions or corrections to the Minutes of December 6, 2021, and December 20, 2021, meetings as presented.

Motion by Mr. Cowherd, seconded by Mrs. Long, to approve the Minutes as presented.

Motion carried.

REPORT OF THE ENGINEER

Updates:

Explained on his report, there was a picture attached of a culvert at 5th & Hillis Streets that is poor condition. He will searching for funding to use for stormwater repairs.

He reviewed the Dunkin Donuts scoping form. He does not recommend signing the form because a traffic impact study has not been completed.

His team has provided the Manager with information for the Green Light Go Funding application. If approved, this will be for a new traffic signal at Route 119 and Avenue B. The light will include radar sensing to control the changing of the light as opposed to underground loop sensors.

REPORT OF THE SOLICITOR

No report.

REPORT OF THE TAX COLLECTORS

The Borough Manager distributed the report from Kenneth Reger for period ending November 30, 2021; total remitted \$1,555.04. No report was received from Kenneth W. Reger for the month ended December 31, 2021 as of yet.

She distributed the report from Berkheimer Tax Administrator for month ended December 31, 2021; Earned Income Tax, \$16,352.33; Local Services Tax,

\$915.01.

Report of permits issued 12/01/21 through 12/31/21.

Report of Realty Transfers 11/01/21 through 11/30/21 and check remitted in the amount of \$6,293.42.

TREASURERS REPORT

The Borough Manager presented the financial report on the accrual basis, unaudited for the period ended November 30, 2021.

General Fund Balance Sheet

Total Assets	\$2,210,879.18
Total Liabilities	63,777.62
Fund Balance Reserve	35,058.33
Retained Earnings	1,783,572.36
Income 11/30/2021	328,938.22
Total Liabilities & Funds	\$2,210,879.18

Income Statement

Total Revenues	\$171,812.65
Total Expenses	171,604.36
Total Income	\$ 208.29

Treasurer's Report of Fund Balances

Capital Improvement Fund	\$187,808.17
Liquid Fuels Fund	90,198.58
Capital Improvement Fund - P & P	43,573.89
Fire Equipment & Apparatus	41,749.53
Act 13 Fund	16,320.01
Cemetery Fund	2,433.79
Perpetual Care Fund	4,532.64
Perpetual Care - C.D.	6,028.73
Perpetual Care - C.D.	12,854.90
C.D.-Mellon Bank	4,311.14
Playground Fund	6,272.83
Building Fund	\$158,993.68
Bond Refinance	115,991.77

BILLS FOR APPROVAL

The Borough Manager presented Bills for Approval dated January 3, 2022, List

01-2022, General Fund - \$141,524.48.

Motion by Mrs. Long, seconded by Mr. Crago, to approve the Bills List 01-2022, as presented.

Roll Call Vote:

Mrs. Wojtseck-Carty	- Yes	Mr. Palmquist	- Yes
Mr. Cowherd	- Yes	Mr. Peoria	- Yes
Mr. Crago	- Yes		
Mrs. Long	- Yes		

6 – Yes 0 – No
Motion carried.

COMMUNICATIONS

1. Received deposit in the amount of \$804.54 from Crown Communications for January rent.
2. Received the Code Enforcement Report for the month of December submitted by Mark Cypher. Copy was distributed.
3. Received deposit in the amount of \$7,047.69 from Westmoreland County for 4th quarter 2021 delinquent real estate taxes.
4. Received Audit of Tax Collector, Kenneth Reger, for period March 1, 2020 to February 28, 2021 as submitted by Westmoreland County Controller Jeffery Balzer.
5. Received letter pertaining to Reimagining Our Westmoreland meeting. Mrs. Schaefer read the letter.

NEW BUSINESS

Resolution No. 01-2022

Motion by Mr. Crago, seconded by Mrs. Long, to adopt Resolution No. 01-2022 authorizing the payment of one mill of collected real estate tax for the year 2022 to the Youngwood Borough Fire Department equipment and apparatus improvement fund.

Motion carried.

Resolution No. 02-2022

Motion by Mr. Crago, seconded by Mrs. Long, to adopt Resolution No. 02-2022 authorizing the payment of 4.5 mills of collected real estate tax for the year 2022 to the bond payment of the Youngwood Borough building.

Motion carried.

Resolution No. 03-2022

Motion by Mr. Peoria, seconded by Mr. Cowherd, designating Diane M. Schaefer as Chief Administrative Officer of the Borough of Youngwood Pension Plans, Pennsylvania Municipal Retirement System Uniform and Non-Uniform Pension Plans.

Motion carried.

Resolution No. 04-2022

Motion by Mrs. Long, seconded by Mr. Crago, authorizing the signatures of the President, Vice-President, Borough Manager and the Administrative Assistant on all bank accounts and safe deposit box. Two signatures required except the Borough Manager or Administrative Assistant alone for amounts less than \$1,300.00 and access to safe deposit box. Two signatures required on Liquid Fuels Account. In addition, S & T Bank, PLGIT and Somerset Trust be designated as the authorized depositories of Borough funds.

Motion carried.

IRS Mileage Rate

Motion by Mr. Peoria, seconded by Mr. Cowherd, to set the 2022 mileage rate at 58.5 cents per mile.

Motion carried.

Zoning Hearing Board

Motion by Mr. Crago, seconded by Mrs. Long, to appoint Robert Proctor to the Zoning Hearing Board. Term to expire October 1, 2024.

Roll Call Vote:

Mrs. Wojtseck-Carty	- Yes	Mr. Palmquist	- No
Mr. Cowherd	- No	Mr. Peoria	- No
Mr. Crago	- Yes		
Mrs. Long	- Yes		
Mayor Long	- No		

3 - Yes 4 - No

Motion defeated.

Motion by Mr. Cowherd, seconded by Mr. Peoria, to appoint Rita Naugle to the Zoning Hearing Board. Term to expire October 1, 2024.

Roll Call Vote:

Mrs. Wojtseck-Carty	- No	Mr. Palmquist	- Yes
Mr. Cowherd	- Yes	Mr. Peoria	- Yes
Mr. Crago	- No		
Mrs. Long	- No		
Mayor Long	- Yes		

4 - Yes 3 - No

Motion carried.

PSAB Municipal Listing

Motion by Mrs. Long, seconded by Mr. Cowherd, to approve the PSAB municipal listing in the amount of \$40.00.

Motion carried.

Hempfield Township Invoice

Motion by Mrs. Long, seconded by Mr. Peoria, to approve and authorize payment to Hempfield Township in the amount of \$3,080.09 for the shared patching that was completed on Racetrack Road.

Roll Call Vote:

Mrs. Wojtseck-Carty	- Yes	Mr. Palmquist	- Yes
Mr. Cowherd	- Yes	Mr. Peoria	- Yes
Mr. Crago	- Yes		
Mrs. Long	- Yes		

6 - Yes 0 - No

Motion carried.

ADJOURNMENT

President Palmquist announced the following dates:

January 31	- Agenda Meeting @ 7:00 P.M.
February 7	- Regular Meeting @ 7:00 P.M.

All in attendance were invited to a reception immediately following the meeting to welcome the new Council members.

Motion by Mrs. Long, seconded by Mr. Peoria to adjourn the meeting.
Meeting adjourned at 7:45 P.M.

Respectfully submitted,

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL