

Thought for the Day – “Empathy and Compassion, are your greatest displays of power.”

~ Anonymous

The Youngwood Borough Council held its regular session on the above date with the meeting being called to order at 7:00 PM and the following members present:

President Palmquist, Vice-President Cowherd, Mrs. Wojtseck-Carty, Mr. Crago, Mrs. Long, Mr. Lutz, Mr. Peoria, Mayor Long, Engineer Schmitt, Solicitor DiMascio and Borough Manager Schaefer.

Mayor Long opened the meeting with a prayer.
President Palmquist led the Pledge of Allegiance to the Flag.

Public Attendance – 6

PUBLIC COMMENT - STORMWATER

Borough Manager Schaefer reported the Public Works Crew is continuing to clean out catch basins and make necessary repairs as needed.

PUBLIC COMMENT

1. Ryan DeGlau of 10 South 6th Street was present to suggest to Council that parking lines be painted on the side streets to maximize the space on the street. Mr. DeGlau explained sometimes people are leaving too much space between parking cars. If there were lines painted it would be helpful.

President Palmquist requested the Public Works and Safety Committee to review the request. It was suggested to choose a few streets to see how it would work.

2. Janal Narduzzi, Library Representative, was present and distributed the library report to Council. She reported the Library will be represented at Santa in the Joan B. Derco Memorial Park. She said everyone should check out GHAL.org for lists of programs, services and upcoming events.

APPROVAL OF MINUTES

Motion by Mr. Peoria, seconded by Mrs. Carty, to approve the minutes of October 17, 2022 and November 7, 2022 with the two noted corrections being made.

Motion carried.

REPORT OF THE TAX COLLECTORS

The Borough Manager reported no report was received as of date from Kenneth W. Reger for real estate tax collection. She distributed the report from Berkheimer Tax Administrator for month ending November 30, 2022, Earned Income Tax, \$56,644.95; Local Service Tax, \$11,821.81.

Report of permits issued November 1, 2022 through November 30, 2022.

Report of Realty Transfer Fees from November 1, 2022 through November 30, 2022, \$4,435.50 was received.

TREASURERS REPORT

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending October 31, 2022.

General Fund Balance Sheet

Total Assets	\$2,707,951.54
Total Liabilities	63,260.98
Fund Balance Reserve	35,058.33
Retained Earnings	2,052,181.15
Income 10/31/2022	557,918.43
Total Liabilities & Equity	\$2,707,951.54
Total Revenues	\$ 25,415.31
Total Expenses	159,328.06
Total Deficit	\$ 133,912.75

The Borough Manager presented the Treasurer's Report, for the period ending October 31, 2022

Treasurer's Report of Fund Balances as of October 31, 2022

Capital Improvement Fund – General	\$189,678.19
Liquid Fuels Fund	90,979.35
Capital Improvement Fund - P & P	33,450.55
Fire Equipment & Apparatus	68,425.65
Act 13 Fund	21,447.49
Cemetery Fund	8,743.97
Perpetual Care Fund	5,657.71
Perpetual Care – C.D.	6,028.73
Perpetual Care – C.D.	12,873.55
C.D.-Mellon Bank	4,204.71
Playground Fund	6,282.60
ARPA Fund	299,985.42

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated December 5, 2022, List 12-2022, General Fund - \$67,028.15. Motion by Mr. Crago, seconded by Mr. Lutz, to approve Bills for Approval List 12-2022, as presented.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	- Yes
Mr. Peoria	- Yes		
7 – Yes	0 – No		

Motion carried.

2023 MEETING DATES

Discussion was had on switching the meeting day and/or having them every other week.

Motion by Mr. Crago, seconded by Mrs. Long, to amend the agenda to approve advertising the meeting dates.

Motion carried.

Motion by Mr. Crago, seconded by Mrs. Long, to keep the current meeting schedule as presented and advertise the same for public viewing.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	- No
Mr. Peoria	- Yes		
6 – Yes	1 – No		

Motion carried.

COMMUNICATIONS

1. Received deposit in the amount of \$804.54 from Crown Communications for December rent.
2. Received and emailed the Code Enforcement Report for the month of November submitted by Mark Cypher.
3. Received email dated November 30, 2022 from Nathan Banwar regarding speeding on 3rd Street. Letter was read.
4. Received notice from PMRS that the Borough's MMO had an incorrect normal cost rate. Therefore, the MMO rate originally submitted was \$13.00 less than what it should have been. The new MMO rate is \$11,015.00.
5. Received deposit in the amount of \$13,867.80 from Comcast for 3rd quarter 2022 franchise fee.

REPORT OF THE ENGINEER

Reported he has reviewed a plan for the laundromat at the Youngwood Commons Plaza. Hempfield Township is waiting on flashing speed limit signs for the Racetrack Road Project to be completed.

Will be working on signal plans for the Route 119/Trolley Line Signal for the Green Light Go Grant.

Working on final plans/specifications for the 2021 CDBG grant project.

REPORT OF THE SOLICITOR

In the process of looking at the codification.

Prepared and submitted the sales agreement and disclosure statement for property on Chestnut Street.

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

Ordinance No. 532

The Solicitor reviewed the ordinance for adoption.

Ordinance No. 532 – authorizes the waiver of additional charges for the late payment of real estate taxes in certain circumstances to comply with Act 57 of 2022.

Motion by Mr. Lutz, seconded by Mrs. Long, to adopt Ordinance No. 532.

Motion carried.

2023 Final Budget

General Fund Revenue	\$1,011,750.00
General Fund Expenses	\$1,011,750.00

Motion by Mrs. Long, seconded by Mr. Lutz, to adopt the 2023 budget as proposed and advertised.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	- Yes
Mr. Peoria	- Yes		
7 – Yes	0 – No		

Motion carried.

Resolution No. 13-2022

Motion by Mrs. Long, seconded by Mr. Lutz, to adopt Resolution No. 13-2022, stating the 2023 tax millage at seventeen (17) mills. In addition, said resolution includes the Act 511 taxes.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	- Yes
Mr. Peoria	- Yes		
7 – Yes	0 – No		

Motion carried.

Resolution No. 14-2022

Motion by Mr. Peoria, seconded by Mrs. Carty, to adopt Resolution No. 14-2022 for the submission of the PA Small Water and Sewer Program Grant for the 5th and Hillis Street culvert replacement in the amount of \$480,000.00.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	- Yes
Mr. Peoria	- Yes		
7 – Yes	0 – No		

Motion carried.

Resolution No. 15-2022

Motion by Mr. Peoria, seconded by Mrs. Long, to adopt Resolution No. 15-2022 for the submission of the PA Small Water and Sewer Program Grant for the Depot Street storm upgrades in the amount of \$355,000.00.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	- Yes
Mr. Peoria	- Yes		
7 – Yes	0 – No		

Motion carried.

Resolution No. 16-2022

Motion by Mr. Lutz, seconded by Mrs. Carty, to adopt Resolution No. 16-2022 for the submission of the PA Small Water and Sewer Program Grant for the Roosevelt Street and Clawson Avenue culvert upgrades at a cost of \$158,000.00.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	- Yes
Mr. Peoria	- Yes		
7 – Yes	0 – No		

Motion carried.

Public Works Employee

Motion by Mr. Cowherd, seconded by Mr. Lutz, to hire Shane Covalesky as a fulltime Public Works employee at a rate of \$17.50/hour pending completion of pre-employment requirements.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	- Yes
Mr. Peoria	- Yes		
7 – Yes	0 – No		

Motion carried.

Employee Gift Cards

Motion by Mrs. Long, seconded by Mr. Lutz, to approve the purchase of \$100.00 gift cards for all fulltime employees.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	- Yes
Mr. Peoria	- Yes		
7 – Yes	0 – No		

Motion carried.

Handicap Parking Space

Motion by Mr. Crago, seconded by Mr. Peoria, to table the handicap parking space request at 502 Depot Street.

Motion carried.

Cemetery Contract

Motion by Mrs. Long, seconded by Mr. Cowherd, to approve the contract with A. Mohar Rolloffs and Construction for cemetery mowing and grave opening for the period of January 1, 2023 to December 31, 2023.

Roll Call Vote:

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

7 – Yes 0 – No
Motion carried.

Animal Control Contract

Motion by Mr. Crago, seconded by Mrs. Carty, to approve the contract with The Hideaway Kennels for animal control for the period of January 1, 2023 to December 31, 2023.

Roll Call Vote:

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

7 – Yes 0 – No
Motion carried.

REPORT OF MAYOR LONG

Community Outreach and Events

Attended the Thanksgiving Service of the Youngwood Ministerium and the Blessing of the Nativity.

FINANCE/PERSONNEL – MR. COWHERD

No report

PUBLIC WORKS/BUILDINGS & GROUNDS – MR. LUTZ

Public Works Update

Reported the following:

- working on decorations at the parklet and the Borough Building
- fixed signs that were knocked down by vandalism

ORDINANCE/ZONING/PUBLIC SAFETY – MR. CRAGO

No report

STORMWATER MANAGEMENT – MRS. LONG

No report

DIGITAL MEDIA/COMMUNICATIONS/GRANTS – MR. PEORIA

Reported on the statistics of Social Media followers for the Borough Facebook page for November.

RECREATION – MRS. WOJTSECK-CARTY

Recreation Update

Reported the following:

- Rec Sign-up will begin on January 1st
- Will be looking for a new port-a-john company

REPORT OF PRESIDENT PALMQUIST

Santa in the Joan B. Derco Memorial Park

The event is December 8th from 6:00 PM to 8:00 PM. Hopes to see everyone there.

ADJOURNMENT

President Palmquist announced the following dates:

- | | |
|--|--|
| December 8 th | - Santa In the Joan B. Derco Memorial Park |
| December 12 th | - Special Meeting @ 6:00 PM |
| December 19 th | - Agenda Meeting @ 7:00 PM |
| December 23 rd and 26 th | - Holiday, Christmas, Office Closed |

January 2nd
January 4th

- Holiday, Christmas, Office Closed
- Council Meeting @ 7:00 PM

Motion by Mr. Lutz, seconded by Mrs. Long, to adjourn the meeting.

Meeting adjourned at 8:31 PM.

Respectively submitted,

Diane M. Schaefer

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL