

Thought for the Day – “The secret of change is to focus all of your energy, not fighting the old, but on building the new.”
~ Socrates

The Youngwood Borough Council meet in Executive Session to discuss real estate matters prior to the regular meeting. 6:40 PM to 6:47 PM.

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 (via telephone) and Borough Manager Schaefer.

Mr. Peoria opened the meeting with a prayer.
Mrs. Wojsteck-Carty led the Pledge of Allegiance to the Flag.

Public Attendance – 3

PUBLIC COMMENT

1. Barb Harrold of 420 North 4th Street was present concerning her driveway. She explained there is a drop off from the sidewalk to her driveway. Her car now bottoms out due to the PennDOT project.
2. Beth Joseph of 108 South 8th Street was present concerning burning on Chestnut Street.

APPROVAL OF MINUTES

Motion by Mr. Crago, seconded by Mrs. Long, to approve the minutes of November 28, 2022, December 5, 2022 and December 12, 2022, as presented.
Motion carried.

REPORT OF THE TAX COLLECTORS

The Borough Manager distributed the report from Kenneth W. Reger for the period ended November 30, 2022 for real estate tax collection \$776.04. She distributed the report from Berkheimer Tax Administrator for month ending December 31, 2022, Earned Income Tax, \$30,307.66; Local Service Tax, \$64.51.

Report of permits issued December 1, 2022 through December 31, 2022.

Report of Realty Transfer Fees from December 1, 2022 through December 31, 2022, \$3,115.00 was received.

TREASURERS REPORT

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending November 30, 2022.

General Fund Balance Sheet

Total Assets	\$2,737,367.78
Total Liabilities	72,781.79
Fund Balance Reserve	82,000.20
Retained Earnings	2,052,349.37
Income 11/30/2022	530,703.77
Total Liabilities & Equity	\$2,737,367.78
Total Revenues	\$ 56,225.72
Total Expenses	83,155.36
Total Deficit	\$ 26,929.64

The Borough Manager presented the Treasurer's Report, for the period ending November 30, 2022

<u>Treasurer's Report of Fund Balances as of November 30, 2022</u>	
Capital Improvement Fund – General	\$189,701.57
Liquid Fuels Fund	88,087.77

Capital Improvement Fund - P & P	20,459.80
Fire Equipment & Apparatus	68,434.09
Act 13 Fund	21,450.13
Cemetery Fund	2,447.76
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 January 4, 2023, List 01-2023, General Fund - \$42,518.48.

Motion by Mr. Lutz, seconded by Mrs. Long, to approve Bills for Approval List 01-2023, 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.

COMMUNICATIONS

1. Received deposit in the amount of \$804.54 from Crown Communications for January rent.

2. Received and emailed the Code Enforcement Report for the month of December submitted by Mark Cypher.

3. Received email dated December 26, 2022 from Victoria Kontor of Heal Animal Rescue regarding the use of salt in the area near the shelter. Letter was read.

REPORT OF THE ENGINEER

Reported he is waiting for signal plans from PennDOT for plan development. Working on final plans/specifications for the 2021 CDBG grant project.

REPORT OF THE SOLICITOR

Reported she is working on a draft quality of life ordinance.

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

Resolution No. 01-2023 – Fire Equipment and Apparatus Capital Improvement Fund

Motion by Mr. Lutz, seconded by Mrs. Wojtseck-Carty, to adopt Resolution No. 01-2023, authorizing one mill of the Borough’s real estate taxes to be allotted to the fund.

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. 02-2023

Motion by Mr. Crago, seconded by Mr. Cowherd, to adopt Resolution No. 02-2023, authorizing payment of 4.3 mills of collected real estate tax to the bond payment for the Borough Building.

Roll Call Vote:

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

7 – Yes 0 – No
Motion carried.

Resolution No. 03-2023

Motion by Mr. Crago, seconded by Mrs. Long, to adopt Resolution No. 03-2023, designating the Borough Manager as the Chief Administrative Office for the Borough's pension plan.
Motion carried.

Resolution No. 04-2023

Motion by Mr. Crago, seconded by Mrs. Long, to adopt Resolution No. 04-2023, designating signatures of the Borough's bank accounts.
Motion carried.

IRS Mileage Rate

Motion by Mrs. Long, seconded by Mr. Peoria, to approve the IRS Mileage Rate at 65.5 cents/mile.
Motion carried.

Borough Auditor

Motion by Mr. Lutz, seconded by Mrs. Long, to appoint DeBlasio & DeBlasio as the Borough's Auditor.
Motion carried.

Borough Engineer

Motion by Mrs. Long, seconded by Mr. Peoria, to appoint Gibson-Thomas Engineering as the Borough's Engineer.
Motion carried.

Vacancy Board

Motion by Mr. Lutz, seconded by Mrs. Long, to table appoint John Moore to the Vacancy Board. Term ending December 31, 2023.
Motion carried.

Park'N'Pool Board Appointment

Motion by Mrs. Wojtseck-Carty, seconded by Mrs. Long, to appoint Ashlea Lee to the Park'N'Pool Board. Term to expire December 31, 2025.
Motion carried.

Recreation Board Appointment

Motion by Mrs. Long, seconded by Mrs. Wojtseck-Carty, to appoint Sam Kolick, Sean Noschese and Krisy Soisson to the Recreation Board. Terms to expire December 31, 2025.
Motion carried.

Sewage Enforcement Officer

Motion by Mr. Crago, seconded by Mrs. Wojtseck-Carty, to appoint Mike Stack as Sewage Enforcement Officer.
Motion carried.

Towing Contract

Motion by Mrs. Long, seconded by Mr. Crago, to approve the contract with DAB Towing for the period of January 1, 2023 to December 31, 2023.
Motion carried.

Equipment Purchase

Motion by Mr. Lutz, seconded by Mr. Cowherd, to approve the purchase of a salt

spreader and flatbed for the F-350 and tool boxes not to exceed the cost of \$15,000.00.

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.

Dunkin' Donuts Land Development Plans

Motion by Mr. Crago, seconded by Mrs. Wojtseck-Carty, to approve the signatures of the Council President and Secretary on the Land Development plans for Dunkin' Donuts.
Motion carried.

Public Works Building

Motion by Mrs. Long, seconded by Mr. Lutz, to approve Gibson-Thomas Engineering for a site plan, survey, etc. for the proposed new public works building not to exceed a cost of \$11,000.00 contingent upon the signed sales agreement with property owner.

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

He spoke with Representative Nelson regarding the grants that were submitted.

FINANCE/PERSONNEL – MR. COWHERD

No report

PUBLIC WORKS/BUILDINGS & GROUNDS – MR. LUTZ

Public Works Update

Reported the following:

- the F-550 PTO unit was replaced under warranty
- millings were taken to Wineman Road
- continuously patching potholes
- changing out old signs throughout the town
- Christmas Tree recycling has begun

ORDINANCE/ZONING/PUBLIC SAFETY – MR. CRAGO

Red X Proposed Ordinance

He reported he would like the ordinance to be kept simple with the markings. There are many vacant houses in the Borough some of which are not maintained.

2022 Fire Report

He summarized the fire report. The Fire Department responded to a total of 580 calls. 183 calls were in the Borough and 397 were out of the Borough. Average members per call was 4.1. Total staff hours were 2,303.30.

STORMWATER MANAGEMENT – MRS. WOJTSECK-CARTY/MR. PEORIA

Mr. Peoria reported the Engineer is to send a digital copy of the stormwater system so there is a better understanding of the inlets, etc.

DIGITAL MEDIA/COMMUNICATIONS/GRANTS – MR. PEORIA

No report.

RECREATION – MRS. WOJTSECK-CARTY

Recreation Update

Reported the following:

- Rec Sign-up began on January 1st

REPORT OF PRESIDENT PALMQUIST

PennDOT Update

Discussed the following:

- handicap parking on the Route 119 is the Borough's decision. Suggested to review the matter.
- requested the entrance to Youngwood Commons be made bigger with the "pork chop" design to deter vehicles from cutting across on Route 119 when entering/exiting the plaza.

ADJOURNMENT

President Palmquist announced the following dates:

- January 30th - Agenda Meeting @ 7:00 PM
- February 6th - Council Meeting @ 7:00 PM

Motion by Mrs. Long, seconded by Mrs. Wojtseck-Carty, to adjourn the meeting.

Meeting adjourned at 8:42 PM.

Respectively submitted,

Diane M. Schaefer

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL