

Thought for the Day – “The most wasted of all days is one without laughter.”
~ E. E. Cummings

The Youngwood Borough Council met in Executive Session to discuss personnel and real estate matters prior to the regular meeting. 6:45 PM to 7:00 PM.

The Youngwood Borough Council held its regular session on the above date with the meeting being called to order at 7:01 PM and the following members present:

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

Mr. Crago and Borough Manager Schaefer were absent.
Mayor Long opened the meeting with a prayer.
Mr. Palmquist led the Pledge of Allegiance to the Flag.

Public Attendance – 3

PUBLIC COMMENT – STORMWATER

Mr. Schmitt reminded all that each year the Borough must submit an annual MS₄ report. The MS₄ message for this month is do NOT discard leaves, grass clippings, used oils, solvents, paints or other waste into storm drains, roadside ditches, or stream channels. If you have used oils, etc, please contact Westmoreland Cleanways for proper disposal.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Motion by Mr. Lutz, seconded by Mrs. Long, to approve the minutes of March 6, 2023 and March 27, 2023, as presented.
Motion carried.

TREASURERS REPORT

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending February 28, 2023.

General Fund Balance Sheet	
Total Assets	\$2,724,180.29
Total Liabilities	81,139.23
Fund Balance Reserve	82,000.20
Retained Earnings	2,572,373.08
Total Deficit 02/28/2023	10,864.87
Total Liabilities & Equity	\$2,724,180.29
Total Revenues	\$ 92,547.60
Total Expenses	43,773.09
Total Deficit	\$ 48,774.51

The Borough Manager presented the Treasurer’s Report, for the period ending February 28, 2023.

<u>Treasurer's Report of Fund Balances as of February 28, 2023</u>	
Capital Improvement Fund – General	\$189,771.75
Liquid Fuels Fund	79,337.33
Capital Improvement Fund - P & P	22,884.89
Fire Equipment & Apparatus	95,055.27
Act 13 Fund	21,458.06
Cemetery Fund	2,451.05
Perpetual Care Fund	5,959.86
Perpetual Care – C.D.	6,028.73

Perpetual Care – C.D.	12,873.55
C.D.-Mellon Bank	3,977.17
Playground Fund	6,284.95
ARPA Fund	299,985.42

BILLS FOR APPROVAL

The secretary presented Bills for Approval date April 3, 2023, List 04-2023, General Fund - \$641,076.92.

Motion by Mr. Cowherd, seconded by Mrs. Wojstec-Carty, to approve Bills for Approval List 04-2023, as presented.

Roll Call Vote:

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

Motion carried.

REPORT OF THE ENGINEER

2022 CDBG Project

Reviewed the bid tab for the project opening on March 31, 2023. See "Attachment A". Explained due to the CDBG allotted funding amount of \$106,096.00 and the lowest bid of \$165,500, there is a shortfall of \$59,404. The County will do a 50/50 split of the shortfall amount which equals \$29,702. Mr. Schmitt explained various options to Council.

Motion by Mrs. Long, seconded by Mr. Cowherd, to award the bid for the 2022 CDBG alley reclamation project to Tresco Paving in the amount of \$165,500, in addition to include the additional \$29,702 that is a shared amount with Westmoreland County due to this project being over the CDBG allotted funding of \$106,096.

Roll Call Vote:

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

Motion carried.

REPORT OF THE SOLICITOR

None

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

Public Works Laborer

Motion by Mr. Lutz, seconded by Mr. Peoria, to hire Michael Steiner as a fulltime public works laborer at a rate of \$17.50/hour contingent upon completion of all pre-employment requirements.

Roll Call Vote:

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

Motion carried.

BNY Mellon GO Bond Interest Payment

Motion by Mr. Cowherd, seconded by Mrs. Long, to approve the BNY Mellon GO Bond interest payment in the amount of \$21,746.88.

Roll Call Vote:

Mrs. Long	- Yes	Mr. Crago	Absent
Mrs. Carty	- Yes	Mr. Cowherd	- Yes

Mr. Lutz - Yes Mr. Palmquist - Yes
Mr. Peoria - Yes
6 – Yes o – No
Motion carried.

REPORT OF MAYOR LONG

Community Outreach and Events

Announced the 125th Anniversary Bingo Fundraiser was held on March 26th and it was a success. The Mayor thanked all who volunteered, donated and helped in any way.

Attended the Five Star Trail meeting. The Poker Run will be on July 15th. The relocation of the trail's portion in Youngwood is no longer part of the project.

Announced Earth Day Clean-Up will be held on Saturday, April 22nd, from 8:00 AM to 12:00 PM.

FINANCE/PERSONNEL – MR. COWHERD

Police Survey Update

The survey is almost complete. He will share with Council for review.

PUBLIC WORKS/BUILDINGS & GROUNDS – MR. LUTZ

Public Works Update

Reported, millings were laid in various alleys, assisted Hempfield Township on Racetrack Road, cleaned out a few catch basins and worked on some signs. Spring leaf pick-up will be held May 1st through May 5th. Working on obtaining quotes on electrical work at the Public Works Facility. Installed pet waste signs at the parklet.

ORDINANCE/ZONING/PUBLIC SAFETY – MR. CRAGO

Absent

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

Reported he will be attending the After the Storms: How to repair and maintain gravel driveways and unpaved lanes class at the Westmoreland County Conservation District on April 4th. The Committee will be contacting Jim Pillsbury of the Conservation District to schedule an educational training for the public to meet the MS4 requirements. Will schedule initial MS4 report meeting sometime in April.

DIGITAL MEDIA/COMMUNICATIONS/GRANTS – MR. PEORIA

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

Reported the Committee would like to meet with the Engineer and Manager to review DCED grants. The application window closes May 31st.

Discussion was held on the grant process.

RECREATION – MRS. WOJTSECK-CARTY

Recreation Update

Reported the next Recreation meeting will be held on April 11th at 7:30 PM.
Opening day is on April 29th at the ballfields.

REPORT OF PRESIDENT PALMQUIST

No report.

ADJOURNMENT

President Palmquist announced the following dates:

April 7 th	- Good Friday, Holiday, Office Closed
April 17 th	- 125 th Anniversary Committee Meeting @ 6:30 PM
April 22 nd	- Earth Day Clean-Up
April 24 th	- Agenda Meeting @ 7:00 PM
May 1 st	- Council Meeting @ 7:00 PM

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

Meeting adjourned at 8:26 PM.

In absence of the Secretary, the meeting was recorded so minutes could be prepared.

Respectively submitted,

Diane M. Schaefer

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL

DRAFT