

Thought for the Day – “Many things are hard...Life comes at you in pieces sometimes too big to avoid.”

~ Simon Van Booy

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 Steve Schmitt, Solicitor DiMascio and Borough Manager Schaefer.

Mr. Crago opened the meeting with a prayer.  
Mayor Long led the Pledge of Allegiance to the Flag.

Public Attendance – 2

### PUBLIC COMMENT

1. John Hajdukiewicz of 19 North 4<sup>th</sup> Street was present concerning painting of the yellow curb lines near intersections. He stated more people are parking closer to the stop signs where there is supposed to be a 30' distance requirement.

### APPROVAL OF MINUTES

Motion by Mrs. Long, seconded by Mr. Peoria, to approve the minutes of April 3, 2023, as presented.

Motion carried.

### REPORT OF THE TAX COLLECTORS

The Borough Manager distributed the report from Kenneth W. Reger for the period ended February 28, 2023, and March 31, 2023 for real estate tax collection \$94,222.64. She distributed the report from Berkheimer Tax Administrator for month ending March 31, 2023, Earned Income Tax, \$25,552.38; Local Service Tax, \$9.06.

Report of permits issued March 1, 2023, through April 30, 2023.

Report of Realty Transfer Fees from March 1, 2023, through March 31, 2023, \$4,880.00 was received.

### TREASURERS REPORT

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending March 31, 2023.

General Fund Balance Sheet	
Total Assets	\$2,144,948.57
Total Liabilities	65,761.11
Fund Balance Reserve	82,000.20
Retained Earnings	2,572,375.43
Total Deficit 03/31/2023	574,720.82
Total Liabilities & Equity	\$2,144,948.57
Total Revenues	\$ 76,970.19
Total Expenses	640,826.14
Total Deficit	\$ 563,855.95

The Borough Manager presented the Treasurer's Report, for the period ending March 31, 2023.

<u>Treasurer's Report of Fund Balances as of March 31, 2023</u>	
Capital Improvement Fund – General	\$189,795.92
Liquid Fuels Fund	183,979.17
Capital Improvement Fund - P & P	24,496.99
Fire Equipment & Apparatus	95,067.38
Act 13 Fund	21,460.80
Cemetery Fund	4,528.55
Perpetual Care Fund	6,009.00

Perpetual Care – C.D.	6,028.73
Perpetual Care – C.D.	12,873.55
C.D.-Mellon Bank	3,977.17
Playground Fund	6,287.30
ARPA Fund	299,985.42

### BILLS FOR APPROVAL

The secretary presented Bills for Approval date May 1, 2023, List 05-2023, General Fund \$60,394.70.

Motion by Mr. Lutz, seconded by Mrs. Wojsteck-Carty, to approve Bills for Approval List 05-2023, 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 both April and May rent.
2. Received and emailed the Code Enforcement Report for the months of March and April submitted by Mark Cypher.
3. Received deposit in the amount of \$4,236.38 from Westmoreland County for the 1<sup>st</sup> quarter 2023 delinquent tax collections.
4. Received letter from Comcast regarding commencement of franchise renewal process. Letter was reviewed.

### REPORT OF THE ENGINEER

#### Engineer Update

Dunkin Donuts – waiting for plans from developer’s engineer to satisfy PennDOT requirements.

CDBG Application – waiting for additional County funds through CDBG.

Green Light Go – submitted plans waiting for PennDOT response.

Still working on public works survey and schematics for Chestnut Street facility.

### REPORT OF THE SOLICITOR

#### Solicitor Update

Reported memos have been prepared for the memorial, speed humps/elevated crosswalks and overgrown properties, all the items discussed at the agenda meeting. They will be distributed this week.

### NEW BUSINESS – COMMITTEE REPORTS

#### NEW BUSINESS

#### Fund Transfer

Motion by Mr. Crago, seconded by Mr. Peoria, to transfer \$500,000.00 from the Borough’s S&T account to the PLGIT account.

#### 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.

Amend Agenda

Motion by Mr. Lutz, seconded by Mr. Cowherd, to amend the agenda to include a motion to prepare specifications and advertise for electrical upgrades at the Public Works Facility on Chestnut Street.

Motion carried.

At this time, due to amending the agenda, the public was asked if they had any comments. None were made.

Public Works Facility

Motion by Mr. Lutz, seconded by Mrs. Wojtseck-Carty, to prepare specifications and advertise for electrical updates at the Public Works Facility on Chestnut Street.

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.

Seasonal Payrate

Motion by Mr. Peoria, seconded by Mrs. Wojtseck-Carty, to establish the Borough's temporary part-time seasonal payrate for Public Works employees at \$13.00/hour.

Roll Call Vote:

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

Motion carried.

Equipment Purchase

Motion by Mr. Lutz, seconded by Mrs. Wojtseck-Carty, to purchase a Z920M ZTrak mower from West Central Equipment in the amount of \$10,570.50.

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.

Code Enforcement

Motion by Mr. Crago, seconded by Mrs. Long, to hire Adam Hlad, as an additional part-time code enforcement officer at a rate of \$800.00/month.

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.

Recreation Employees

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Crago, to hire Garrett Harvey, Ally Harvey, Ian Shaw and Carden Lippman as Recreation Concession Stand employees at a rate of \$10.00/hour.

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.

#### Pickleball Equipment

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Lutz, to purchase pickle ball equipment not to exceed a cost of \$300.00.

#### 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.

#### HVAC Equipment

Motion by Mr. Lutz, seconded by Mr. Crago, to purchase two new wall mounted HVAC units for the Public Works Facility on Chestnut Street from Mullen Refrigeration Services in the amount of \$7,155.00.

#### 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

### **REPORT OF MAYOR LONG**

#### Community Outreach and Events

Earth Day Clean-up was held on April 22<sup>nd</sup>, 20 volunteers picked up 72 bags of garbage plus miscellaneous items. The Mayor thanked all who volunteered.

Announced the 125<sup>th</sup> Anniversary Committee meeting will be held on Monday, May 15<sup>th</sup> at 6:30 PM.

### **FINANCE/PERSONNEL – MR. COWHERD**

#### Police Survey Update

Reviewed the sample survey for Council discussion. Recommendations were made. Mr. Cowherd will share the updated sample survey with Council upon completion.

### **PUBLIC WORKS/BUILDINGS & GROUNDS – MR. LUTZ**

#### Public Works Update

Reported potholes were patched, opened and graded Park'N'Pool road, replaced storm water pipe on North 7<sup>th</sup>/Roosevelt, fixed water valve at Rec Complex, cut grass, maintenance on vehicles and equipment and fixed various signs.

### **ORDINANCE/ZONING/PUBLIC SAFETY – MR. CRAGO**

No report.

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

Reviewed grants that are available for possible stormwater projects.

### **DIGITAL MEDIA/COMMUNICATIONS/GRANTS – MR. PEORIA**

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

Gave update on grants applied for and awarded or denied and some that are still to be determined. Reviewed grants that are available for submission.

**RECREATION – MRS. WOJTSECK-CARTY**

Recreation Update

Opening Day was held on April 29<sup>th</sup> at the ballfields.

Pickleball rules, such as times, equipment sign out, etc., will need to be determined since it is going to be a shared court with basketball.

**REPORT OF PRESIDENT PALMQUIST**

PSAB Voting Delegates

Appointed Mrs. Schaefer as the PSAB Voting Delegate and Mr. Cowherd as the alternate.

**ADJOURNMENT**

President Palmquist announced the following dates:

- |                      |   |
|----------------------|---|
| May 15 <sup>th</sup> | - 125 <sup>th</sup> Anniversary Committee Meeting @ 6:30 PM |
| May 16 <sup>th</sup> | - Election Day  |
| May 22 <sup>nd</sup> | - Agenda Meeting @ 7:00 PM                                  |
| May 29 <sup>th</sup> | - Memorial Day, Holiday, Office Closed                      |
| June 5 <sup>th</sup> | - Council Meeting @ 7:00 PM                                 |

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

Meeting adjourned at 8:27 PM.

Respectively submitted,

*Diane M. Schaefer*

Diane M. Schaefer  
Borough Manager

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Scott Palmquist, President  
YOUNGWOOD BOROUGH COUNCIL