

Thought for the Day – “I must do something” always solves more problems than
“Something must be done.”
~ Author Unknown

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

Vice-President Cowherd arrived at 7:04 PM.
Mrs. Long was absent.

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

Public Attendance – 2

PUBLIC COMMENT

1. Janelle Narduzzi, Library liaison, was present to give a Library update. She announced the Library Libations will be held on October 6th from 6:00 PM to 9:00 PM. There are numerous Fall Adult Programs at the Greensburg Hempfield Library. Children programs will be held at the Youngwood Library September 19th through November 28th on Tuesdays. Check the Library for information. A used book sale will be held at the Library September 11th through 22nd from 10:30 AM to 4:30 PM. She explained a history of the Youngwood Library will be completed for the Borough’s 125th Anniversary.

2. Peggy Sanner, Chaplain for the Westmoreland County Veterans of the War on Terror, was present to ask for donations for the annual golf outing to be held at Seven Springs on September 16th.

APPROVAL OF MINUTES

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Cowherd, to approve the minutes of July 3, 2023, and August 7, 2023, as presented.

Motion carried.

REPORT OF THE TAX COLLECTORS

The Borough Manager distributed the report from Kenneth W. Reger for the period ended July 31, 2023, for real estate tax collection \$3,012.95. She distributed the report from Berkheimer Tax Administrator for month ending August 31, 2023, Earned Income Tax, \$63,547.31; Local Service Tax, \$11,995.53.

Report of permits issued August 1, 2023, through August 31, 2023.

Report on Realty Transfer Fees from July 1, 2023 through July 31, \$2,300.00 was received. From August 1, 2023, through August 31, 2023, \$775.00 was received.

TREASURERS REPORT

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

General Fund Balance Sheet

Total Assets	\$2,443,146.54
Total Liabilities	88,223.05
Fund Balance Reserve	82,000.20
Retained Earnings	2,572,347.43
Total Deficit 07/31/2023	298,956.79
Total Liabilities & Equity	\$2,443,146.54
Total Revenues	\$ 50,162.00
Total Expenses	139,429.11
Total Deficit	\$ 89,267.11

The Borough Manager presented the Treasurer’s Report, for the period ending July 31, 2023.

Treasurer's Report of Fund Balances as of July 31, 2023

Capital Improvement Fund – General	\$189,891.10
Liquid Fuels Fund	171,099.31
Capital Improvement Fund - P & P	26,923.51
Fire Equipment & Apparatus	95,115.05
Act 13 Fund	21,471.56
Cemetery Fund	3,216.27
Perpetual Care Fund	6,052.36
Perpetual Care – C.D.	6,028.73
Perpetual Care – C.D.	12,873.55
C.D.-Mellon Bank	3,977.17
Playground Fund	6,289.65
ARPA Fund	299,985.42

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated September 6, 2023, List 09-2023, General Fund \$116,491.77.

Motion by Mr. Lutz, seconded by Mr. Peoria, to approve Bills for Approval List 09-2023, as presented.

Roll Call Vote:

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

6 – Yes 0 – No

Motion carried.

COMMUNICATIONS

1. Received reports of Ordinance Enforcement for August as submitted by Mark Cypher and Adam Hlad.
2. Received deposit in the amount of \$804.54 from Crown Communications for September rent.
3. Received audit of Magisterial District Judge Scott Fanchalsky, District 10-2-01 for period January 1, 2022 through December 31, 2022 as submitted by Jeffrey Balzer, County Controller.
4. Received deposit in the amount of \$12,862.13 from Comcast for 2nd quarter 2023 franchise fee payment.
5. Received meeting notice for the Westmoreland County Boroughs Association meeting on September 28, 2023, at 5:30 PM at Hoss’s Steak and Sea Restaurant. An RSVP is needed by September 20th. The speaker is John Turack – Penn State Extension Community Development Education Specialist.
6. Presented the 2024 Minimum Municipal Obligation for pension plans reporting the Borough’s general obligation for pension plans at \$15,4810.00. The MMO is calculated by the estimated 2023 W2 payroll for covered members.

REPORT OF THE ENGINEER

Engineer Update

GIS locating crews have been in the Borough to locate stormwater lines, catch basins, etc for GIS mapping and to develop the 5th/Hillis Street and Depot Street stormwater projects. MS4 report is due on September 30th.
Dunkin HOP was submitted. Waiting for comments from PennDOT.
Working on 4 small stormwater projects
The alley project, between Chestnut and Lowe between 4th and 5th Streets started today.

CDBG projects discussed to be submitted are parklet electronic sign and two small paving projects.

KGD will remove additional trees at the Public Works site as requested.

REPORT OF THE SOLICITOR

Solicitor Update

The proposed ordinances have been advertised and are ready for adoption.

The sign ordinance will need updated.

She will prepare a memo on handicap parking. She explained, the Borough is not required to have general handicap parking on streets. The Borough does not have to grant handicap parking to a business as they do not meet the requirements.

The Solicitor reviewed the various options for a police department. Borough could have its own, purchase hours from neighboring department or join a regional department. Council discussed the fact that only 143 residents participated in the survey. It was also discussed that during the off hours of a neighboring or regional department being in the Borough, the PA State Police would still be responding. Council will issue a statement regarding the results.

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

Ordinance No. 533

AN ORDINANCE OF THE BOROUGH OF YOUNGWOOD REQUIRING THE REGISTRATION OF BUSINESSES OPERATING WITHIN THE BOROUGH AND THE PAYMENT OF REGISTRATION FEES FOR THE SAME

Motion by Mr. Crago, seconded by Mr. Cowherd, to adopt Ordinance No. 533, as presented.

Motion carried.

Ordinance No. 534

AN ORDINANCE OF THE BOROUGH OF YOUNGWOOD PROHIBITING LITTERING

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Peoria, to adopt Ordinance No. 534, as presented.

Motion carried.

Ordinance No. 535

AN ORDINANCE OF THE BOROUGH OF YOUNGWOOD DESIGNATING VACANT BUILDINGS AS "RED X" DUE TO QUESTIONABLE STRUCTURAL INTEGRITY WHICH POSE HIGH RISKS TO FIRST RESPONDERS.

Motion by Mr. Crago, seconded by Mrs. Wojtseck-Carty, to adopt Ordinance No. 535, as presented.

Motion carried.

PMRS MMO

Motion by Mr. Peoria, seconded by Mr. Lutz, to approve the PMRS 2024 Minimum Municipal Obligation in the amount of \$15,480.00.

Motion carried.

Act 13 Funds Allocation

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Lutz, to allocate 100% of Act 13 funds received in the amount of \$7,288.20 to public safety.

Motion carried.

PSAB Fall Conference

Motion by Mr. Lutz, seconded by Mrs. Wojtseck-Carty, to approve the attendance for William Cowherd at the PSAB Fall Leadership Conference, October 13th – 15th in Erie. Cost is \$190/per person plus lodging.

Roll Call Vote:

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

Motion carried.

RFP for Towing Contract

Motion by Mr. Lutz, seconded by Mrs. Wojsteck-Carty, to approve soliciting for Requests for Proposals for towing companies.

Motion carried.

Refuse Contract

Motion by Mr. Cowherd, seconded by Mrs. Wojsteck-Carty, to approve preparing and advertising bid specifications for residential garbage collection in the Borough with bids to be received by 10:00 AM on Friday, October 20th at which time the bids will be publicly opened.

Motion carried.

2023 CDBG Subrecipient Agreement

Motion by Mr. Lutz, seconded by Mrs. Wojsteck-Carty, to ratify the signatures of the President and Secretary on the 2023 CDBG Subrecipient Agreement 23-17.

Motion carried.

Code Enforcement Officer

Motion by Mr. Crago, seconded by Mr. Lutz, to hire Luke Aucker as a part-time Code Enforcement Officer at a rate of \$800/month.

Roll Call Vote:

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

6 – Yes 0 – No

Motion carried.

Resolution No. 10-2023

Motion by Mr. Peoria, seconded by Mrs. Wojtseck-Carty, to adopt Resolution No. 10-2023 for the CFA Grant Funding for GIS Mapping in the amount of \$50,000.00.

Motion carried.

Resolution No. 11-2023

Motion by Mr. Peoria, seconded by Mr. Crago, to adopt Resolution No. 11-2023 for the CFA Grant Funding for Northend paving in the amount of \$74,062.00.

Motion carried.

Amend Agenda

Motion by Mr. Peoria, seconded by Mr. Lutz, to amend the agenda to include a motion to prepare specifications and advertise for a salt storage bin if Co-Stars pricing is unavailable.

Motion carried.

Salt Storage Bin

Motion by Mr. Lutz, seconded by Mr. Peoria, to prepare specifications and advertise for a salt storage bin if Co-Stars pricing is unavailable.

Roll Call Vote:

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

6 – Yes 0 – No

Motion carried.

REPORT OF MAYOR LONG

Reported he is working on the Halloween parade.

Announced the Blended and Brewed Block Party on September 9th.

Discussion followed regarding making sure there is proper insurance and liquor license, if it is to be sold.

FINANCE/PERSONNEL – MR. COWHERD

Announced 2024 preliminary budget requests are due by September 20th.

Announced the 2024 Budget meeting will be held on October 23rd at 7:00 PM.

PUBLIC WORKS/BUILDINGS & GROUNDS – MR. LUTZ

Reported the Public Works Department has done the following:

- Trimmed trees and brush
- Started painting yellow curbs
- Cleaned various catch basins
- Moved speed signs
- Continuously working at the new Public Works Building
- Worked on equipment

Announced the new Street Sweeper will be delivered on September 7th.

ORDINANCE/ZONING/PUBLIC SAFETY – MR. CRAGO

Mr. Crago asked about Becky Reynolds request for companion therapy pigs at her property located on Farm Lane. Discussion was held on the difference between therapy pigs and farm pigs as well as where pigs can be kept.

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

Mr. Peoria reported the MS4 report is due September 30th. He will be participating in two PSAB webinars regarding stormwater.

DIGITAL MEDIA/COMMUNICATIONS/GRANTS – MR. PEORIA

Presented update on the Borough's social media numbers.

Reported he met with Ron Martin of the VFW to discuss a partnership with them for the Hometown Hero banners for the 21 Borough residents killed in action.

RECREATION – MRS. WOJTSECK-CARTY

Reported a Recreation Board meeting is to be held on September 7th.

REPORT OF PRESIDENT PALMQUIST

Reported he is still looking for residents to volunteer to serve on a Civic Group. Only two residents have shown interest to date.

He requested the Borough office staff to place at least 5 bullet points of things happening in the Borough, ordinance reminders, etc. on the Borough's website and Facebook page approximately every two weeks.

ADJOURNMENT

President Palmquist announced the following dates:

- | | |
|----------------------------|---|
| September 18 th | - 125 th Committee Meeting @ 6:30 PM |
| September 25 th | - Agenda Meeting @ 7:00 PM |
| October 2 nd | - Council Meeting @ 7:00 PM |

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

The meeting adjourned at 9:23 PM.

An Executive Session was held after the meeting from 9:23 PM to 9:38 PM to discuss litigation.

Respectively submitted,

Diane M. Schaefer

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL