

Thought for the Day – “Educating the mind without educating the heart is no education at all.”

~ Aristotle

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 Administrative Assistant Moore in place of Borough Manager Schaefer

Vice-President Cowherd arrived at 7:08 PM.
Mrs. Long was absent.

Mr. Lutz opened the meeting with a prayer.
Mr. Lutz led the Pledge of Allegiance to the Flag.

Public Attendance – 7

PUBLIC COMMENT – STORMWATER

None

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Motion by Mr. Crago, seconded by Mr. Lutz, to approve the minutes of June 26, 2023, June 26 Public Hearing, July 31, 2023, and August 7, 2023, and September 6, 2023, as presented.
Motion carried.

REPORT OF THE TAX COLLECTORS

None

TREASURERS REPORT

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

General Fund Balance Sheet	
Total Assets	\$2,485,685.21
Total Liabilities	123,606.91
Fund Balance Reserve	82,000.20
Retained Earnings	2,572,347.43
Total Deficit 08/31/2023	291,801.98
Total Liabilities & Equity	\$2,485,685.21
Total Revenues	\$ 134,210.22
Total Expenses	127,055.41
Total Deficit	\$ 7,154.81

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

<u>Treasurer's Report of Fund Balances as of August 31, 2023</u>	
Capital Improvement Fund – General	\$189,915.29
Liquid Fuels Fund	171,120.72
Capital Improvement Fund - P & P	27,731.58
Fire Equipment & Apparatus	95,127.17

Act 13 Fund	21,474.30
Cemetery Fund	4,167.80
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 October 2, 2023, List 10-2023, General Fund \$328,689.05.

Motion by Mr. Lutz, seconded by Mr. Peoria, to approve Bills for Approval List 10-2023, as presented.

Roll Call Vote:

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

5 – Yes 0 – No

Motion carried.

COMMUNICATIONS

1. Received deposit in the amount of \$804.54 from Crown Communications for October rent.
2. Received deposit in the amount of \$12,929.26 for the 2023 Commonwealth General Municipal Pension System State aid allocation.
3. Received deposit in the amount of \$15,798.37 for the 2023 Commonwealth allocation supporting the Volunteer Fire Relief Association in benefit of the Youngwood Volunteer Fire Department. The funds should be paid over within 60 days.

REPORT OF THE ENGINEER

Engineer Update

The county would like more work done with CDBG Grant.

It is recommended that the roads that survey incomes need to be completed for be done in 2024. Mr. Crago asked what the cost would be for the survey incomes to be completed. Mr. Schmitt replied that it would be two-man hours. The county does request 80% of the survey incomes completed and returned.

Proposed road projects can be removed from the current grant list and put in for future grants, possibly the LSA Grant that requires no match or income surveys.

Met with Public Works staff. They are working on repairing some storm drains that have damage and sink holes.

Dunkin is still waiting on a few things from PennDOT. Dunkin did mention that they do not get any bond money back until everything is paid.

Green Light Go is out for bid and bids will be opened on October 16th.

MS4 report was updated and submitted.

Bid requests for the new salt storage bin are out for bid. Bids will be opened on October 12th. His recommendation is to go with the new block. Paint or a non-corrosive material will be applied to the new block to preserve it.

KGD will be removing additional trees from the hillside in the area of the new salt bin at the new Public Works site the week of October 9th and well as complete some additional paving.

Need to finish up some stormwater applications.

REPORT OF THE SOLICITOR

Solicitor Update

Met with the Borough Manager on ordinances. Sent some ordinances over to be shared with Council. Everyone should have received the International Property Maintenance Code and International Fire Code ordinances for review. Have a special events application, insurance, and indemnification forms for the Manager to review.

Mr. Peoria asked about the Prescriptive Easement for the Borough. Mrs. DiMascio reported that it is a work in progress.

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

BNY Mellon GO Bond Payment

Motion by Mr. Crago, seconded by Mr. Lutz, to approve the BNY Mellon GO Bond payment in the amount of \$91,746.88.

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.

Zoning Board Appointment

Motion by Mr. Peoria, seconded by Mrs. Wojsteck-Carty, to appoint John Hajdukiewicz to the zoning hearing board. Term to expire December 31, 2028.

Roll Call Vote:

Mrs. Long	- Absent	Mr. Crago	- No
Mrs. Wojsteck-Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	- Yes
Mr. Peoria	- Yes		
5 – Yes	1 – No		

Motion carried.

Street Closure Request

Motion by Mr. Crago, seconded by Mr. Cowherd, to approve the Tots-n-Tikes Street Closure request for Friday, October 27th from 9:00 AM to 12:00 PM.
Motion carried.

Recreation Board Appointment

Motion by Mrs. Wojsteck-Carty, seconded by Mr. Crago, to appoint Michael Lenhart to the Youngwood Recreation Board. Term will expire December 31, 2024
Motion carried.

Green Light Go

Motion by Mr. Crago, seconded by Mr. Lutz, to award the Green Light Go Route 119 Traffic Signal Project contingent upon review by the Borough Engineer and the Solicitor meeting all criteria needed for the grant with a cost not to exceed the grant amount of \$50,000.00 that includes the Borough's 20% match of \$10,000.00.

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.

Tresco Paving Company Payment

Motion by Mr. Peoria, seconded by Mr. Crago, to approve payment request #1 for Tresco Paving Company for the 2023 CDBG alley reclamation project in the amount of \$167,828.92 and to submit payment request to Westmoreland County for its portion of said project in the amount of \$135,798.00. The Boroughs portion of payment #1 is \$32,030.92.

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.

818 Chestnut Street Facility Remodel

Motion by Mr. Cowherd, seconded by Mr. Lutz, to approve the request of the Buildings/Grounds Committee to work within an approved budget for the remodel/upgrades of the 818 Chestnut Street Facility not to exceed the amount of \$623,000.00. Approval of bill payments would still need to come before Council as well as any overages.

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.

Agenda Amendment

Motion by Mr. Peoria, seconded by Mr. Cowherd, to amend the agenda to include a motion for the completion of the application for the Dirt, Gravel, Low Volume Road grant to include an extra 120 feet of Chestnut Street Ext. to where the road turns to blacktop. The grant application is due October 31, 2023.

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.

Low Dirt/Gravel Road Grant

Motion by Mr. Peoria, seconded by Mr. Cowherd, to amend the agenda to include a motion for the completion of the application for the Dirt, Gravel, Low Volume Road grant to include an extra 120 feet of Chestnut Street Ext. to where the road turns to blacktop. The grant application is due October 31, 2023.

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 that the Toys 4 Tots rail car caravan will be coming through Youngwood on November 11th.

Reported that he attended the Five Star Trail meeting. The group of members that

were at the meeting volunteered 40 hours of their own time to clean up some portions of the trail from Greensburg through Youngwood.

Reported that the Borough Associations next meeting will be held at Hoss's.

Mayor Long and Mr. Peoria will be attending the Central Planning Meeting on October 5th.

The Halloween Parade line up will start at 5:30pm at Christ Church of Youngwood and the parade will start at 6:00pm. Public Works will provide cones and the Fire Department will help with traffic for the portion of Depot Street that will be closed. Mayor Long ordered 100 more parade numbers and requested the office to make an additional 100 stickers for the numbers.

FINANCE/PERSONNEL – MR. COWHERD

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

Announced that the Public Works staff is doing a great job, and he feels we have a good Public Works staff right now.

PUBLIC WORKS/BUILDINGS & GROUNDS – MR. LUTZ

Reported that when Sunoco/7-Eleven put their new sign in the Borough's electrical wires were disconnected in the electrical box for the Southpoint. Would like to look at getting this fixed to be able to decorate the point for Christmas.

Reviewed the Public Works operation report. Mr. Peoria stated that the crew did a great job on the 9th Street and Hillis Street catch basin. Mr. Peoria mentioned that Mr. Pelar came outside when the work was being completed and spoke to him regarding the road and that when it rains the water runs down the road into his driveway and floods his property. When the road was previously fixed the curb lip was not put back in at his driveway which was causing the water to run down his driveway and onto his property. Mr. Pelar asked if that could be fixed. Mr. Peoria asked Justin to put that on their list. The problem was taken care of the next day.

Was asked to speak with PennDOT and find out if the cut outs along Route 119 would be painted yellow.

ORDINANCE/ZONING/PUBLIC SAFETY – MR. CRAGO

Reported that he is still looking into handicap parking throughout the Borough and along Route 119.

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

Mr. Peoria reported that the PSAB part 2 training will be held on November 11th.

DIGITAL MEDIA/COMMUNICATIONS/GRANTS – MR. PEORIA

Presented update on the Borough's social media numbers.

Reported that the Dirt, Gravel and Low Volume Road grant is due October 30th. The multi-model grant is due November 13th with a 30% match from the Borough. The State level LSA grant is due November 30th. Mr. Peoria feels that this can be a catch all for multiple projects as there is no match with this grant.

RECREATION – MRS. WOJTSECK-CARTY

No report.

REPORT OF PRESIDENT PALMQUIST

Reported he is still looking for residents to volunteer to serve on a Civic Group.

Reported that the Borough Manager, Mr. Lutz and himself met with CWCTC regarding projects that the Borough would like them to look at possibly doing. CWCTC would like all projects to be run through the Borough Manager, so they are dealing with just one person. Possible projects CWCTC is looking to complete would be the office remodel at the new PW building, electric at the PW building and at Southpoint.

ADJOURNMENT

President Palmquist announced the following dates:

October 16 th	- 125 th Committee Meeting @ 6:30 PM
October 23 rd	- Budget Meeting @ 7:00 PM
October 30 th	- Agenda Meeting @ 7:00 PM
October 31 st	- Halloween Parade @ 6:00 PM
November 6 th	- Council Meeting @ 7:00 PM

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

The meeting adjourned at 8:13 PM.

An Executive Session was held after the meeting from 8:14 PM to 8:25 PM to discuss litigation.

In the absence of the Borough Manager, the meeting minutes were prepared by Administrative Assistant, Shannon Moore.

Respectively submitted,

Diane M. Schaefer

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL