

Thought for the Day – “True Heroism is remarkably sober, very undramatic. It is not the urge to surpass all others, at whatever cost, but the urge to serve others at whatever cost.”
~ Arthur Ashe

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. Cowherd, Mr. Crago, Mrs. Long, Mr. Lutz, Mr. Peoria, Mayor Long, Junior Councilperson Horchak, Solicitor DiMascio, and Borough Manager Schaefer

Engineer Dan Schmitt arrived at 7:53 PM.
Mayor Long opened the meeting with a prayer.
Mr. Lutz led the Pledge of Allegiance to the Flag.

Public Attendance – 4

PUBLIC COMMENT

1. Janelle Narduzzi, Youngwood Library Representative, was present to announce the reading programs are still in progress. The Youngwood Library will have a table with books and a craft at the Santa in the Park event.

APPROVAL OF MINUTES

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Crago, to approve the minutes of October 2, 2023, as presented.

Motion carried.

REPORT OF THE TAX COLLECTORS

The Borough Manager distributed the report from Kenneth W. Reger for the period ended September 30, 2023, for real estate tax collection \$307.03. She distributed the report from Berkheimer Tax Administrator for month ending September 30, 2023, Earned Income Tax, \$19,275.30; Local Service Tax, \$256.81. For the month ended October 31, 2023, Earned Income Tax, \$16,782.16; Local Service Tax, \$1,896.70.

Report of permits issued September 1, 2023, through October 31, 2023.

Report on Realty Transfer Fees from September 1, 2023, through September 30, 2023, \$1,797.50 was received. From October 1, 2023, through October 31, 2023, \$154.00 was received.

TREASURERS REPORT

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending September 30, 2023.

General Fund Balance Sheet	
Total Assets	\$2,236,914.74
Total Liabilities	86,602.09
Fund Balance Reserve	82,000.20
Retained Earnings	2,572,347.43
Total Deficit 09/30/2023	503,567.63
Total Liabilities & Equity	\$2,236,914.74
Total Revenues	\$ 74,899.68
Total Expenses	286,610.96
Total Deficit	\$ 211,711.28

The Borough Manager presented the Treasurer’s Report, for the period ending September 30, 2023.

<u>Treasurer's Report of Fund Balances as of September 30, 2023</u>	
Capital Improvement Fund – General	\$190,098.18
Liquid Fuels Fund	171,279.44
Capital Improvement Fund - P & P	29,368.23

Fire Equipment & Apparatus	95,218.78
Act 13 Fund	28,784.77
Cemetery Fund	6,005.60
Perpetual Care Fund	6,059.73
Perpetual Care – C.D.	6,028.73
Perpetual Care – C.D.	12,873.55
C.D.-Mellon Bank	3,977.17
Playground Fund	6,297.31
ARPA Fund	299,985.42

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated November 6, 2023, List 11-2023, General Fund \$214,430.18.

Motion by Mr. Lutz, seconded by Mr. Peoria, to approve Bills for Approval List 11-2023, as presented.

Roll Call Vote:

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

7 – Yes 0 – No

Motion carried.

COMMUNICATIONS

1. Received reports of Ordinance Enforcement for September as submitted by Mark Cypher and Luke Auker.

2. Received deposit in the amount of \$804.54 from Crown Communications for November rent.

3. Received deposit in the amount of \$2,792.87 for third quarter 2023 delinquent tax collections.

REPORT OF THE ENGINEER

Absent

REPORT OF THE SOLICITOR

Solicitor Update

No report.

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

Refuse Collection Contract

Motion by Mr. Cowherd, seconded by Mrs. Long, to award the bid for Refuse Collection from Republic Waste. Bids were publicly opened on October 20, 2023, at 10:00 AM. See Attachment "A."

Roll Call Vote:

Mrs. Long	- Yes	Mr. Crago	- No
Mrs. Wojsteck-Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	- Yes
Mr. Peoria	- Yes		

6 – Yes 1 – No

Motion carried.

Towing Contract

Motion by Mr. Cowherd, seconded by Mr. Lutz, to award the quote for towing to Gombach Towing. Bids were publicly opened on October 20, 2023. See Attachment "B."

Roll Call Vote:

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

Mr. Peoria - Yes

7 – Yes 0 – No

Motion carried.

KGD Contracting Invoice

Motion by Mr. Lutz, seconded by Mr. Peoria, to approve payment in the amount of \$24,300.00 for work completed at the Public Works Facility.

Roll Call Vote:

Mrs. Long - Yes

Mr. Crago - Yes

Mrs. Wojsteck-Carty - Yes

Mr. Cowherd - Yes

Mr. Lutz - Yes

Mr. Palmquist - Yes

Mr. Peoria - Yes

7 – Yes 0 – No

Motion carried.

Handicap Parking Policy

Motion by Mr. Crago, seconded by Mr. Lutz, to approve the revisions to the Handicap Parking Policy.

Motion carried.

2024 Proposed Budget

Motion by Mr. Cowherd, seconded by Mr. Peoria, to advertise the 2024 proposed budget for public viewing with adoption at the meeting on December 4, 2023. Tax millage remains at 17 mills.

Roll Call Vote:

Mrs. Long - Yes

Mr. Crago - No

Mrs. Wojsteck-Carty - Yes

Mr. Cowherd - Yes

Mr. Lutz - Yes

Mr. Palmquist - Yes

Mr. Peoria - Yes

6 – Yes 1 – No

Motion carried.

Traffic Signal Detector Upgrades

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Cowherd, to award the Traffic Signal Detector Upgrades for SR 0119 & Trolley Line Avenue to Traffic Control & Engineering Co. in the amount of \$39,985.00. Bids were publicly opened on October 16, 2023. See Attachment "C."

Roll Call Vote:

Mrs. Long - Yes

Mr. Crago - Yes

Mrs. Wojsteck-Carty - Yes

Mr. Cowherd - Yes

Mr. Lutz - Yes

Mr. Palmquist - Yes

Mr. Peoria - Yes

7 – Yes 0 – No

Motion carried.

Public Works Salt Shed

Motion by Mr. Lutz, seconded by Mr. Peoria, to award the Public Works Salt Shed Upgrades to Vince Building Company in the amount of \$62,000.00. Bids were publicly opened on October 16, 2023. See Attachment "D."

Roll Call Vote:

Mrs. Long - Yes

Mr. Crago - Yes

Mrs. Wojsteck-Carty - Yes

Mr. Cowherd - Yes

Mr. Lutz - Yes

Mr. Palmquist - Yes

Mr. Peoria - Yes

7 – Yes 0 – No

Motion carried.

REPORT OF MAYOR LONG

Thanked the Youngwood Volunteer Fire Department, the Parade Judges and Borough Staff for help with the Halloween Parade.

FINANCE/PERSONNEL – MR. COWHERD

No report

PUBLIC WORKS/BUILDINGS & GROUNDS – MR. LUTZ

Reviewed the Public Works operation report.

ORDINANCE/ZONING/PUBLIC SAFETY – MR. CRAGO

Red X Ordinance

Requested information be placed on the Borough's website and Facebook page regarding the Red X Ordinance.

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

Mr. Peoria reported that he is in the process of drafting an updated Borough MS4 program.

DIGITAL MEDIA/COMMUNICATIONS/GRANTS – MR. PEORIA

Reported he has been speaking with T-Mobile for a digital sign for in the parklet.

Presented update on the Borough's Social Media numbers.

Reminded all Operation Green Light is in effect from November 6th through November 13th. Thanked the Borough staff for lighting the Borough building in green.

Announced the Green Light Go Grant pre-application scoping forms are due December 15th. Grant applications will be accepted from February 1 through February 29, 2024.

Announced the LSA State Grant applications are due November 30th. Resolutions will need to be approved at the November 27th meeting.

RECREATION – MRS. WOJTSECK-CARTY

Recreation Update

A Rec Board meeting is scheduled for November 9th.

REPORT OF PRESIDENT PALMQUIST

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

Announced Santa in the Joan B. Derco Memorial Park will be held on Thursday, November 30th from 6:00 PM to 8:00 PM.

ADJOURNMENT

President Palmquist announced the following dates:

November 10 th	- Holiday, Office Closed, Veterans Day
November 20 th	- 125 th Committee Meeting at 6:30 PM
November 23 rd & 24 th	- Holiday, Office Closed, Thanksgiving
November 30 th	- Santa in the Park @ 6:00 PM
December 4 th	- Council Meeting @ 7:00 PM

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

The meeting adjourned at 7:58 PM.

Respectively submitted,

Diane M. Schaefer

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL