

Thought for the Day – “Kindness is a language that the deaf can hear and the blind can see.”

~ Mark Twain

The Youngwood Borough Council held its reorganization and regular session on the above date.

## REORGANIZATION

### Oath of Office – Council

Mayor Long presented Mr. Lloyd Crago, Mr. John Hajdukiewicz and Mr. Scott Palmquist as elected Councilpersons for the Borough. Retired Magisterial District Judge James Falcon administered the Oath of Office to Mr. Lloyd Crago. Mayor Long administered the Oath of Office to Mr. Scott Palmquist and Mr. John Hajdukiewicz.

Mayor Long called the meeting to order.

Mayor Long opened the meeting with a prayer  
Borough Manager Schaefer led the pledge of allegiance.

### Roll Call

Present at the meeting were Mrs. Wojtseck-Carty, Mr. Cowherd, Mr. Crago, Mr. Hajdukiewicz, Mr. Palmquist, Mr. Peoria, Mayor Long, Solicitor DiMascio, Engineer Schmitt, and Borough Manager Schaefer

Public Attendance – 11

### Election of President and Vice-President

Mr. Hajdukiewicz nominated Mr. Palmquist for President.  
Mr. Crago nominated Mr. Lutz for President.

### Roll Call Vote:

Mr. Hajdukiewicz	- Mr. Palmquist
Mrs. Wojtseck-Carty	- Mr. Palmquist
Mr. Lutz	- Mr. Palmquist
Mr. Peoria	- Mr. Palmquist
Mr. Crago	- Mr. Lutz
Mr. Cowherd	- Mr. Palmquist
Mr. Palmquist	- Mr. Palmquist

6 – Mr. Palmquist     1 – Mr. Lutz  
Mr. Palmquist will serve as President.

Mr. Palmquist nominated Mr. Cowherd for Vice-President.  
Mr. Crago nominated Mr. Lutz for Vice-President.

Roll Call Vote:

Mr. Hajdukiewicz - Mr. Cowherd  
Mrs. Wojtseck-Carty - Mr. Cowherd  
Mr. Lutz - Mr. Cowherd  
Mr. Peoria - Mr. Cowherd  
Mr. Crago - Mr. Lutz  
Mr. Cowherd Abstained  
Mr. Palmquist - Mr. Cowherd  
5 – Mr. Cowherd 1 – Mr. Lutz 1 - Abstained  
Mr. Cowherd will serve as Vice-President.

**ANNUAL APPOINTMENTS**

Motion by Mr. Lutz, seconded by Mr. Cowherd, to appoint Maiello, Brungo & Maiello as Solicitor.

Motion carried.

Motion by Mr. Hajdukiewicz, seconded by Mrs. Wojtseck-Carty, to appoint Gibson-Thomas Engineering as Engineer.

Motion carried.

Motion by Mr. Lutz, seconded by Mr. Cowherd, to appoint DeBlasio & DeBlasio Associates as Auditor.

Motion carried.

Motion by Mr. Crago, seconded by Mr. Hajdukiewicz, to appoint Michael Stack as the Primary Sewage Enforcement Officer.

Motion carried.

Motion by Mr. Cowherd, seconded by Mr. Lutz, to appoint John Moore to the Vacancy Board. Term to expire December 31, 2024.

Motion carried.

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Lutz, to appoint Karen Lazur to the Youngwood Recreation Board. Term to expire December 31, 2026.

Motion carried.

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Hajdukiewicz, to appoint Michael Grada to the Youngwood Recreation Board. Term to expire December 31, 2024.

Motion carried.

Motion by Mr. Crago, seconded by Mr. Lutz, to appoint Ed Christofano and Dylan Shaler to the Youngwood Area Park & Pool Board. Terms expire December 31, 2026.

**PUBLIC HEARINGS**

None

**APPROVAL OF MINUTES**

President Palmquist asked for additions or corrections to the Minutes of November 27, 2023, December 4, 2023, and December 18, 2023, meetings as presented.

Motion by Mr. Lutz, seconded by Mrs. Wojtseck-Carty, to approve the Minutes as presented.

Motion carried.

**REPORT OF THE ENGINEER**

Updates:

Reported he is continuing progress on projects that will be funded by grants.

**REPORT OF THE SOLICITOR**

No report.

**REPORT OF THE TAX COLLECTORS**

The Borough Manager explained due to the timing of the meeting no reports have been received as of date. She will have December reports for February's meeting.

**TREASURERS REPORT**

The Borough Manager presented the financial report on an accrual basis, unaudited for the period ended November 30, 2023.

General Fund

Balance Sheet

Total Assets	\$2,114,053.07
Total Liabilities	124,341.39
Fund Balance Reserve	82,000.20
Retained Earnings	2,572,347.43
Deficit 11/30/2023	664,168.60
Total Liabilities & Funds	\$2,114,053.07

Income Statement

Total Revenues	\$102,166.48
Total Expenses	75,588.77
Total Income	\$26,577.71

Treasurer's Report of Fund Balances

Capital Improvement Fund	\$191,392.00
Liquid Fuels Fund	162,864.24
Capital Improvement Fund - P & P	30,375.29
Fire Equipment & Apparatus	95,866.84
Act 13 Fund	28,980.68
Cemetery Fund	6,010.30
Perpetual Care Fund	6,059.73
Perpetual Care – C.D.	6,043.21

Perpetual Care – C.D.	12,984.50
C.D.-Mellon Bank	3,977.17
Playground Fund	6,297.31
ARPA Fund	\$299,985.42

### **BILLS FOR APPROVAL**

The Borough Manager presented Bills for Approval dated January 2, 2024, List 01-2024, General Fund - \$192,484.66.

Motion by Mr. Crago, seconded by Mr. Lutz, to approve the Bills List 01-2024, as presented.

#### Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Mrs. Wojtseck-Carty	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

7 – Yes      0 – No

Motion carried.

### **COMMUNICATIONS**

1. Received deposit in the amount of \$804.54 from Crown Communications for January rent.
2. Received resignation letter from Public Works Employee, Mason Casorio.
3. Received resignation letter from Zoning Hearing Board member John Hajdukiewicz. There will now be an opening on the Zoning Hearing Board. Letters of interest will be accepted until January 25, 2024.
4. Received check in the amount of \$9,703.74 for restitution of citation number #180728.

### **NEW BUSINESS**

#### Resolution No. 01-2024

Motion by Mr. Cowherd, seconded by Mr. Hajdukiewicz, to adopt Resolution No. 01-2024 authorizing the payment of one mill of collected real estate tax for the year 2024 to the Youngwood Borough Fire Department equipment and apparatus improvement fund.

Motion carried.

#### Resolution No. 02-2024

Motion by Mr. Lutz, seconded by Mr. Peoria, to adopt Resolution No. 02-2024 authorizing the payment of 4.3 mills of collected real estate tax for the year 2024 to the bond payment of the Youngwood Borough building.

Motion carried.

#### Resolution No. 03-2024

Motion by Mr. Lutz, seconded by Mrs. Wojtseck-Carty, designating the Borough Manager as Chief Administrative Officer of the Borough of Youngwood Pension Plans, Pennsylvania Municipal Retirement System Uniform and Non-Uniform Pension Plans.

Motion carried.

#### Resolution No. 04-2024

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Peoria, authorizing the signatures

of the President, Vice-President, Borough Manager and the Administrative Assistant on all bank accounts and safe deposit box. Two signatures required except the Borough Manager or Administrative Assistant alone for amounts less than \$1,300.00 and access to safe deposit box. Two signatures required on Liquid Fuels Account. In addition, S & T Bank, PLGIT, Somerset Trust and First Commonwealth Bank be designated as the authorized depositories of Borough funds.

Motion carried.

IRS Mileage Rate

Motion by Mr. Peoria, seconded by Mr. Hajdukiewicz, to set the 2024 mileage rate at 67 cents per mile.

Motion carried.

Traffic Control & Engineering Invoice

Motion by Mr. Peoria, seconded by Mr. Hajdukiewicz, to approve payment in the amount of \$39,895.00 to Traffic Control and Engineering Co. for the SR 119 & Trolley Line Avenue traffic signal detector upgrade. Funds will be reimbursed from the Green Light Go Grant.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Mrs. Wojtseck-Carty	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

7 – Yes      0 – No

Motion carried.

Employee Resignation

Motion by Mr. Crago, seconded by Mrs. Wojtseck-Carty, to accept the resignation letter from Public Works employee, Mason Casorio.

Motion carried.

Animal Control

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Peoria, to accept the RFP from Hideaway Kennels as animal control officer from January 1, 2024 through December 31, 2025 at a rate of \$200.00/month.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Mrs. Wojtseck-Carty	- Yes
Mr. Cowherd	- No	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

6 – Yes      1 – No

Motion carried.

Handicap Parking Request

Motion by Mr. Crago, seconded by Mr. Lutz, to approve the handicap parking request at 408 North 4<sup>th</sup> Street.

Motion carried.

ADJOURNMENT

President Palmquist announced the following dates:

January 29	- Agenda Meeting @ 7:00 P.M.
February 5	- Regular Meeting @ 7:00 P.M.

All in attendance were invited to a reception immediately following the meeting to welcome the new Council members.

Motion by Mrs. Long, seconded by Mr. Peoria to adjourn the meeting.  
Meeting adjourned at 7:45 P.M.

Respectfully submitted,  
*Diane M. Schaefer*

Diane M. Schaefer  
Borough Manager

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Scott Palmquist, President  
YOUNGWOOD BOROUGH COUNCIL