

Thought for the Day – “To succeed in life, you need three things: a wishbone, a backbone and a funny bone.”  
~ Reba McEntire

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, Mr. Hajdukiewicz, Mr. Lutz, Mr. Peoria, Mayor Long, Solicitor Mangulis, Engineer Schmitt and Borough Manager Schaefer.

Junior Councilperson Horchak was absent from the meeting.

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

Public Attendance – 0

An Executive Session was held at 6:15 PM, prior to the meeting, to discuss personnel matters and litigation.

#### **PUBLIC COMMENT**

None

#### **APPROVAL OF MINUTES**

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Cowherd, to approve the minutes of February 26, 2024, March 4, 2024, and April 1, 2024, as presented.  
Motion carried.

#### **REPORT OF THE TAX COLLECTORS**

The Borough Manager distributed the report from Kenneth W. Reger for the period ended March 31, 2024, for real estate tax collection \$62,306.32 and period ended April 16, 2024, for real estate tax collection \$61,615.39. She distributed the report from Berkheimer Tax Administrator for month ended March 31, 2024, Earned Income, \$22,336.30; Local Service Tax, \$00.00 and for month ended April 30, 2024, Earned Income, \$17,639.65; Local Service Tax, \$1,210.75.

Report of permits issued February 1, 2024, through April 30, 2024.

Report of Realty Transfer Fees was received from February 1, 2024 through April 30, 2024.

#### **TREASURERS REPORT**

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending March 31, 2024.

General Fund Balance Sheet	
Total Assets	\$2,119,149.75
Total Liabilities	81,098.22
Fund Balance Reserve	82,000.20
Retained Earnings	1,997,137.21
Total Deficit 3/31/2024	40,618.53
Total Liabilities & Equity	\$2,119,149.75
Total Revenues	\$ 40,276.88
Total Expenses	81,960.94
Total Deficit	\$ 41,684.06

The Borough Manager presented the Treasurer’s Report, for the period ending March 31, 2024.

<u>Treasurer's Report of Fund Balances as of March 31, 2024</u>	
Capital Improvement Fund – General	\$193,916.27
Liquid Fuels Fund	254,525.25

Capital Improvement Fund - P & P	27,289.67
Fire Equipment & Apparatus	73,735.08
Act 13 Fund	29,362.91
Cemetery Fund	8,646.51
Perpetual Care Fund	6,244.17
Perpetual Care – C.D.	6,043.21
Perpetual Care – C.D.	12,984.50
C.D.-Mellon Bank	4,025.08
Playground Fund	6,423.37
ARPA Fund	299,985.42

**BILLS FOR APPROVAL**

The secretary presented Bills for Approval dated May 6, 2024, List 05-2024, General Fund \$104,089.05.

Motion by Mr. Crago, seconded by Mr. Hajdukiewicz, to approve Bills for Approval List 05-2024, 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 May rent.

2. Received and emailed the Code Enforcement Reports for the month of April submitted by Mark Cypher and Luke Aucker.

3. Received resignation letter from Public Works employee Dontay Moore with an effective date of May 10<sup>th</sup>. Since letter was received today, acceptance will need to be ratified at the next meeting.

4. Received letter from Mutual Aid EMS regarding National EMS week, May 19-25. Letter was read.

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Lutz, to approve a \$250.00 donation to Mutual Aid EMS.

Roll Call Vote:

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

6 – Yes            1 – No

Motion carried.

5. Received deposit in the amount of \$50,000.00 for reimbursement of CFA-LSA Grant for the 1<sup>st</sup> round of GIS mapping.

6. Received deposit in the amount of \$1,328.57 from Westmoreland County for 1<sup>st</sup> quarter 2024 delinquent tax collection.

**COMMITTEE ACTION ITEMS**

**Finance/Personnel – Mr. Cowherd**

**Public Works Laborer**

Motion by Mr. Cowherd, seconded by Mr. Hajdukiewicz, to approve the hiring of Joseph Jones as a full-time laborer at \$18.50/hour.

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           o – No  
Motion carried.

Part-Time Seasonal Maintenance Employees

Motion by Mr. Cowherd, seconded by Mrs. Wojtseck-Carty, to approve the hiring of two advertise for two part-time seasonal maintenance employees at a rate of \$14.50/hr.

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           o – No  
Motion carried.

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

Street Closure – Memorial Day Parade

Motion by Mr. Lutz, seconded by Mr. Hajdukiewicz, to close Lincoln Street from Christ Church of Youngwood to North 6<sup>th</sup> Street, North 6<sup>th</sup> Street to Depot Street and South 6<sup>th</sup> Street from Depot Street to Chestnut Street for the Memorial Day Parade on May 27<sup>th</sup>.  
Motion carried.

125<sup>th</sup> Concert in the Park

Motion by Mr. Lutz, seconded by Mr. Peoria, to close Depot Street from Route 119 North to Route 119 South and to close a portion of the alley near the parklet from Route 119 South to adjoining alley for the 125<sup>th</sup> Concert in the Park on May 19<sup>th</sup> from 1:30 PM to 6:00 PM and to incur costs not to exceed \$1500.00.

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           o – No  
Motion carried.

Painter Street

Motion by Mr. Lutz, seconded by Mr. Cowherd, to award the quote for the Painter Street repairs to Tresco Paving Corporation in the amount of \$22,431.30. Three written quotes were received.

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           o – No  
Motion carried.

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

Badge Maker

Motion by Mr. Crago, seconded by Mr. Cowherd, to approve the purchase of a badge making machine at a cost not to exceed \$1500.00.

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           o – No  
Motion carried.

**RECREATION – MRS. WOJTSECK-CARTY**

**Concession Stand Employees**

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Lutz, to re-hire Alexandra Harvey, Garrett Harvey and Carden Lippman as Recreation Concession Stand Employees at a rate of \$10.00/hour.

**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.

**ADJOURNMENT**

President Palmquist announced the following dates:

May 20 <sup>th</sup>	- Agenda Meeting @ 7:00 PM
May 21 <sup>st</sup>	- 125 <sup>th</sup> Committee Meeting @ 6:30 PM
May 27 <sup>th</sup>	- Memorial Day, Holiday, Office Closed
June 3 <sup>rd</sup>	- Council Meeting @ 7:00 PM

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

The meeting adjourned at 7:53 PM.

Respectively submitted,

Diane M. Schaefer  
Borough Manager

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Scott Palmquist, President  
YOUNGWOOD BOROUGH COUNCIL