

Thought for the Day – “To change an attitude start with a change in behavior.”

~ William Glasser

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. Hajdukiewicz, Mr. Lutz, Mr. Peoria, Mayor Long, Solicitor DiMascio, and Administrative Assistant Moore in place of Borough Manager Schaefer.

Borough Manager Schaefer arrived at 8:00 PM.

Mr. Cowherd, Mr. Crago, and Engineer Schmitt were absent from the meeting.

Mr. Lutz opened the meeting with a prayer.

Mr. Peoria led the Pledge of Allegiance to the Flag.

Public Attendance – 0

### PUBLIC COMMENT

1. Mayor Kris Long said that the parade went well and that he has been receiving positive comments from everyone. The fireworks also went well. They were set off at a good location for all to be able to view them in town.

He asked everyone to take a moment to remember Mr. Jeff Hawk, a Youngwood resident, volunteer and Pool Board Member for 20 years and also served as Pool Board President during his tenure.

Mayor Long reminded everyone about the Time Capsule Social on Friday at the Borough Building from 5-8pm.

### APPROVAL OF MINUTES

Motion by Mr. Hajdukiewicz, seconded by Mr. Peoria, to approve the minutes of August 5, 2024, and August 26, 2024, as presented.

Motion carried.

### TREASURERS REPORT

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

General Fund Balance Sheet	
Total Assets	\$2,480,458.63
Total Liabilities	107,112.37
Fund Balance Reserve	82,000.20
Retained Earnings	1,996,574.72
Total Income 7/31/2024	295,238.69
Total Liabilities & Equity	\$2,480,458.63
Total Revenues	\$ 134,308.24
Total Expenses	175,916.08
Total Deficit	\$ 41,607.84

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

<u>Treasurer's Report of Fund Balances as of July 31, 2024</u>	
Capital Improvement Fund – General	\$196,557.57
Liquid Fuels Fund	243,959.05
Capital Improvement Fund - P & P	30,906.62
Fire Equipment & Apparatus	24,323.02
Act 13 Fund	34,439.18
Cemetery Fund	6,351.25
Perpetual Care Fund	6,351.20

Perpetual Care – C.D.	6,043.21
Perpetual Care – C.D.	13,372.70
C.D.-Mellon Bank	4,038.64
Playground Fund	6,551.13
ARPA Fund	299,985.42

### REPORT OF THE TAX COLLECTORS

No report was received as of date from Tax Collector, Kenneth W. Reger. The Borough Manager distributed the report from Berkheimer Tax Administrator for August 31, 2024, Earned Income Tax \$60,723.58; Local Service Tax, \$11,438.16. Report of permits issued August 1, 2024, through August 31, 2024.

### BILLS FOR APPROVAL

The secretary presented Bills for Approval dated September 4, 2024, List 09-2024, General Fund \$79,506.94.

Motion by Mrs. Wojtseck-Carty, seconded by Mr. Lutz, to approve Bills for Approval List 09-2024, as presented.

#### Roll Call Vote:

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

5 – Yes            0 – No

Motion carried.

### COMMUNICATIONS

1. Received deposit in the amount of \$804.54 from Crown Communications for September rent.
2. Received and emailed the Code Enforcement Reports for the month of August submitted by Mark Cypher and Luke Aucker.
3. The 2024-2025 Co-Stars Salt Contract came in at \$89.13/Ton through Compass Minerals. This is an increase of \$4.24/ton compared to last year. The Borough must purchase at least 60% which is 240 tons of the 400 tons stated in the contract. There were 52 participants from Westmoreland County as part of the contract.
4. The Westmoreland County Boroughs Association meeting will be held on September 26<sup>th</sup> at 5:30pm at Hoss's Steak & Sea Restaurant. Jim Pillsbury from the Westmoreland County Conservation District will be the speaker. An RSVP is needed by September 20<sup>th</sup>.
5. Received deposit in the amount of \$11,750.91 from Comcast for 2<sup>nd</sup> quarter 2024 franchise fee.
6. Presented the 2025 Minimum Municipal Obligation for pension plans reporting the Borough's general obligation for pension plans at \$7,674.00. The MMO is calculated by the estimated 2024 W2 payroll for covered members.
7. Letters of interest to serve on the Zoning Hearing Board will be accepted until September 20, 2024.
8. Halloween Parade/Trick or Treat will be held on Thursday, October 31, 2024 from 6:00pm – 8:00pm.
9. Halloween House Decorating – Entries will be accepted via email and/or phone at the Borough Office from October 1<sup>st</sup> through October 23<sup>rd</sup>.
10. Santa in the Park will be held on Thursday, December 5<sup>th</sup>.

**COMMITTEE ACTION ITEMS**

**New Business**

Easement Agreement with The Buncher Company

Motion by Mr. Hajdukiewicz, seconded by Mrs. Wojtseck-Carty, to approve an easement agreement with The Buncher Company.

Roll Call Vote:

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

5 – Yes 0 – No

Motion carried.

The Buncher Company Sign Request

Motion by Mr. Lutz, seconded by Mr. Hajdukiewicz, to approve the request by The Buncher Company to install a 4' x 10' directional sign.

Roll Call Vote:

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

5 – Yes 0 – No

Motion carried.

PMRS Minimum Municipal Obligation in the amount of \$7,674.00

Motion by Mr. Peoria, seconded by Mrs. Wojtseck-Carty to approve the PMRS Minimum Municipal Obligation in the amount of \$7,674.00.

Roll Call Vote:

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

5 – Yes 0 – No

West Penn Power Agreement

Motion by Mr. Peoria, seconded by Mr. Lutz to approve the agreement with West Penn Power for the placement of the banners.

Roll Call Vote:

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

5 – Yes 0 – No

Greensburg Hempfield Area Library's use of the meeting room

Motion by Mr. Lutz, seconded by Mr. Hajdukiewicz to approve the Greensburg Hempfield Area Library's use of the meeting room for technology programs during the day in late October and November.

Motion Carried

**Ordinance/Public Safety – Mr. Crago**

In the absence of Mr. Crago, Mr. Lutz covered the motion items.

Handicap Parking Renewal

Motion by Mr. Lutz, seconded Mr. Hajdukiewicz to approve the handicap the handicap parking renewal at 319 South 4<sup>th</sup> Street on the Lowe Street Side.

Motion carried.

**Grants/Planning – Mr. Peoria**

**Resolution No. 6-2024 – CFA LSA Cat 4 Grant**

Motion by Mr. Peoria, seconded by Mr. Hajdukiewicz, to adopt Resolution No. 06-2024 to apply for Recreation Complex ADA Accessible Upgrades and Parking Lot in the amount of \$197,125.00.

**Roll Call Vote:**

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

5 – Yes 0 – No

Motion Carried

**Resolution No. 7-2024 – CFA LSA Cat 4 Grant**

Motion by Mr. Peoria, seconded by Mrs. Wojtseck-Carty, to adopt Resolution No. 07-2024 to apply for Recreation Complex Field Upgrades in the amount of \$593,687.50.

**Roll Call Vote:**

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

5 – Yes 0 – No

Motion Carried

**Resolution No. 8-2024 – CFA LSA Cat 4 Grant**

Motion by Mr. Palmquist, seconded by Mr. Lutz, to adopt Resolution No. 08-2024 to apply for a new Boom Mower in the amount of \$185,602.00 for the Public Works Department.

**Roll Call Vote:**

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

5 – Yes 0 – No

Motion Carried

**Two CDBG Applications for 2025**

Motion by Mr. Peoria, seconded by Mr. Hajdukiewicz, to approve submitting two CDBG applications for 2025 funding. Applications are as follows:

- 1) Paving alley between North 4<sup>th</sup> Street and North 5<sup>th</sup> Street from Depot Street to the Dead End. Income Surveys will be needed.
- 2) Paving the Polish Town Ballfield parking lot, making the parking lot bigger by clearing out trees and making area ADA accessible to get to the field.

**Roll Call Vote:**

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

5 – Yes 0 – No

Motion Carried

Mr. Palmquist asked if sealing the Recreation Complex parking lot is something that CDBG money could cover once the parking lot is paved.

Mr. Palmquist asked if painting the parking lot lines and ADA markings is something that CDBG money could cover once the parking lot is paved.

**ADJOURNMENT**

President Palmquist announced the following dates:

September 6 <sup>th</sup>	- Time Capsule Social @ 5:00 PM
September 20 <sup>th</sup>	- Budget Requests are Due
September 30 <sup>th</sup>	- Agenda Meeting @ 7:00 PM
October 7 <sup>th</sup>	- Council Meeting @ 7:00 PM

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

The meeting adjourned at 8:10 PM.

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

Respectively submitted,

Diane M. Schaefer  
Borough Manager

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Scott Palmquist, President  
YOUNGWOOD BOROUGH COUNCIL