

Thought for the Day – “Continuous improvement is better than delayed perfection.”
 ~ Mark Twain

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, Mr. Cowherd, Mr. Crago, Mr. Hajdukiewicz, Mr. Lutz, Mr. Peoria, Mayor Long, Solicitor DiMascio (via telephone), Junior Councilperson Wentzel and Borough Manager Schaefer.

Mrs. Wojtseck-Carty was absent.

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

Public Attendance – 0

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Motion by Mr. Hajdukiewicz, seconded by Mr. Cowherd, to approve the minutes of December 2, 2024 and December 16, 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 November 30, 2024.

| General Fund Balance Sheet | |
|-------------------------------|----------------|
| Total Assets | \$2,380,101.25 |
| Total Liabilities | 76,972.62 |
| Fund Balance Reserve | 82,000.20 |
| Retained Earnings | 1,996,574.72 |
| Total Income 11/30/2024 | 225,021.06 |
| Total Liabilities & Equity | \$2,380,101.25 |
| | |
| Total Revenues | \$ 91,290.44 |
| Total Expenses | 84,335.86 |
| Total Income | \$ 6,954.58 |

The Borough Manager presented the Treasurer’s Report, for the period ending November 30, 2024.

| <u>Treasurer's Report of Fund Balances as of November 30, 2024</u> | |
|--|--------------|
| Capital Improvement Fund – General | \$199,091.67 |
| Liquid Fuels Fund | 236,404.91 |
| Capital Improvement Fund - P & P | 35,353.38 |
| Fire Equipment & Apparatus | 24,636.60 |
| Fire Equipment & Apparatus – C.D. | 51,260.27 |
| Fire Equipment & Apparatus – C.D. | 50,828.87 |
| Act 13 Fund | 34,883.18 |
| Cemetery Fund | 3,399.98 |
| Perpetual Care Fund | 6,416.12 |
| Perpetual Care – C.D. | 6,169.83 |
| Perpetual Care – C.D. | 13,655.97 |
| C.D.-Mellon Bank | 4,136.78 |
| Playground Fund | 4,349.44 |
| ARPA Fund | 230,692.41 |

REPORT OF THE TAX COLLECTORS

The Borough Manager distributed the report from Tax Collector, Kenneth W. Reger for the period ended November 30, 2024, for real estate tax collection \$684.98.

The Borough Manager distributed the report from Berkheimer Tax Administrator for December 31, 2024, Earned Income Tax \$19,103.86; Local Service Tax, \$2,698.54.

Report of permits issued December 1, 2024 through December 31, 2024.

Report of Realty Transfer Fees for period November 1, 2024 through November 30, 2024 total received \$5,502.96.

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated January 6, 2025, List 01-2025, General Fund \$211,602.24.

Motion by Mr. Lutz, seconded by Mr. Crago, to approve Bills for Approval List 01-2025, as presented.

Roll Call Vote:

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

6 – Yes 0 – No

Motion carried.

COMMUNICATIONS

1. Received deposit in the amount of \$804.54 from Crown Communications for January rent.
2. Received deposit in the amount of \$217.63 reimbursement of taxes paid.
3. Received NBIS Bridge Inspections for Avenue B Bridge and Depot Street Bridge. The Borough Manager reviewed the inspections. Recommended making repairs to Avenue B Bridge per the inspection report.

REPORT OF THE MAYOR

Community Updates

Reported he has received positive comments about the parklet sign.

ANNUAL APPOINTMENTS/BOARD APPOINTMENTS

Engineer

Motion by Mr. Hajdukiewicz, seconded by Mr. Peoria, to appoint Gibson-Thomas Engineering as the Borough's Engineer.

Roll Call Vote:

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

6 – Yes 0 – No

Motion carried.

Auditor

Motion by Mr. Lutz, seconded by Mr. Hajdukiewicz, to appoint DeBlasio & DeBlasio Associates as the Borough's Auditor.

Roll Call Vote:

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

5 – Yes 1 – No

Motion carried.

Vacancy Board

Motion by Mr. Cowherd, seconded by Mr. Lutz, to appoint John Moore to the Vacancy Board.

Roll Call Vote:

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

6 – Yes 0 – No

Motion carried.

Recreation Board

Motion by Mr. Hajdukiewicz, seconded by Mr. Peoria, to appoint Scot Harvey to a two-year term on the Recreation Board. Term to expire December 31, 2026.

Motion carried

NEW BUSINESS

Resolution No. 01-2025

Motion to adopt Resolution No. 01-2025, authorizing the payment of one mill of collected real estate for the year 2025 to the Youngwood Borough Fire Department Equipment and Apparatus Capital Improvement Fund.

Roll Call Vote:

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

6 – Yes 0 – No

Motion carried

Resolution No. 02-2025

Motion by Mr. Crago, seconded by Mr. Cowherd, to adopt Resolution No. 02-2025, authorizing payment of 4.3 mills of collected real estate tax for they year 2025 to the bond payment for the Youngwood Borough Building.

Roll Call Vote:

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

6 – Yes 0 – No

Motion carried.

Resolution No. 03-2025

Motion by Mr. Palmquist, seconded by Lutz, to adopt Resolution No. 03-2025, designating the Borough Manager as Chief Administrative Officer of the Pension Plan.

Roll Call Vote:

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

6 – Yes 0 – No

Motion carried.

Resolution No. 04-2025

Motion by Mr. Hajdukiewicz, seconded by Mr. Lutz, to adopt Resolution No. 04-2025, authorizing signatures of the President, Vice-President, Borough Manager and Administrative Assistant on all bank accounts and safe deposit box. Two signatures required on all checks and access to the safe deposit box. Two signatures are required on Liquid Fuels Account. In addition, S & T Bank, PLGIT, Somerset Trust and First Commonwealth Bank are designated as the authorized depositories of Borough funds.

Roll Call Vote:

| | | | |
|-------------|--------|---------------------|----------|
| Mr. Crago | - Yes | Mr. Hajdukiewicz | - Yes |
| Mr. Peoria | - Yes | Mrs. Wojtseck-Carty | - Absent |
| Mr. Cowherd | - Yes | Mr. Palmquist | - Yes |
| Mr. Lutz | - Yes | | |
| 6 – Yes | 0 – No | | |

Motion carried.

IRS Mileage Rate

Motion by Mr. Peoria, seconded by Mr. Cowherd, to adopt the IRS Mileage Rate of 70 cents per mile.

Roll Call Vote:

| | | | |
|-------------|--------|---------------------|----------|
| Mr. Crago | - Yes | Mr. Hajdukiewicz | - Yes |
| Mr. Peoria | - Yes | Mrs. Wojtseck-Carty | - Absent |
| Mr. Cowherd | - Yes | Mr. Palmquist | - Yes |
| Mr. Lutz | - Yes | | |
| 6 – Yes | 0 – No | | |

Motion carried.

COMMITTEE ACTION ITEMS

Ordinance/Public Safety – Mr. Crago

Handicap Parking Renewals

Motion by Mr. Crago, seconded by Mr. Cowherd, to approve the request for handicap parking renewals at 109 North 5th Street, 210 North 5th Street and 201 North 5th Street (Lincoln Street).

Motion carried.

2024 Fire Report

Reported the Youngwood Volunteer Fire Department responded to 616 calls. 185 calls in the Borough. Total staff hours 2,570.

Report of President Palmquist

Mutual Aid Ambulance

Motion by Mr. Palmquist, seconded by Mr. Lutz, to approve the funding of \$10,000.00 to Mutual Aid Ambulance per budgeted line item for services in the Borough.

Roll Call Vote:

| | | | |
|-------------|--------|---------------------|----------|
| Mr. Crago | - No | Mr. Hajdukiewicz | - No |
| Mr. Peoria | - Yes | Mrs. Wojtseck-Carty | - Absent |
| Mr. Cowherd | - Yes | Mr. Palmquist | - Yes |
| Mr. Lutz | - Yes | | |
| 4 – Yes | 2 – No | | |

Motion carried.

ADJOURNMENT

President Palmquist announced the following dates:

| | |
|------------|-----------------------------|
| January 27 | - Agenda Meeting @ 7:00 PM |
| February 3 | - Council Meeting @ 7:00 PM |

Motion by Mr. Lutz, seconded by Mr. Hajdukiewicz, to adjourn the meeting.

The meeting adjourned at 8:05 PM.

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL