

Thought for the Day – “It is always the simple that produces the marvelous.”
~ Amelia Barr

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. Crago, Ms. Fernandez, Mr. Hajdukiewicz, Mr. Lutz, Mr. Peoria, Mayor Long, Solicitor DiMascio and Borough Manager Schaefer.

Mr. Cowherd was absent.

Ms. Fernandez opened the meeting with prayer.
Mr. Crago led the Pledge of Allegiance to the Flag.

Public Attendance – 2

PUBLIC COMMENT

1. Pastor Peter Nordby of South 7th Street was present regarding the Halloween Parade. He would like to see the Halloween Parade continue. Council should consider the impact and importance of the parade to children and families. He is willing to volunteer to help.

Councilman Lutz added the Borough needs to continue to foster its small-town community feel. There are those who destroy signs and playground equipment but there are a lot of younger children who enjoy the parade.

2. Clay Schoaf, owner of various properties in the Borough, was present concerning permits for temporary storage units. He explained these storage units/PODs are utilized when people move.

Ordinance Committee will make a recommendation on updating definition of temporary storage units, time frame they can be placed on public/private property, etc.

APPROVAL OF MINUTES

Motion by Mr. Crago, seconded by Mr. Hajdukiewicz, to approve the minutes of July 28, 2025 and August 4, 2025, as presented.

Motion carried.

TREASURERS REPORT

The Borough Manager presented the Treasurer’s Report for the period ending July 31, 2025.

Treasurer's Report of Fund Balances as of July 31, 2025

Capital Improvement Fund – General	\$203,812.78
Liquid Fuels Fund	319,369.33
Capital Improvement Fund - P & P	41,890.70
Fire Equipment & Apparatus	103,925.59
Fire Equipment & Apparatus – C.D.	52,556.66
Act 13 Fund	35,710.38
Cemetery Fund	8,039.83
Perpetual Care Fund	8,502.13
Perpetual Care – C.D.	6,300.52
Perpetual Care – C.D.	14,001.34
C.D.-Mellon Bank	4,120.67
Playground Fund	4,466.51
ARPA Fund	28,603.43

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending July 31, 2025.

General Fund Balance Sheet

Total Assets	\$2,170,695.95
Total Liabilities	97,017.71
Fund Balance Reserve	82,000.20
Retained Earnings	1,967,491.53
Total Income 07/31/2025	24,653.86

Total Liabilities & Equity	\$2,170,695.95
Total Revenues	\$ 66,509.56
Total Expenses	77,717.34
Total Deficit	\$ 11,207.78

REPORT OF THE TAX COLLECTORS

The Borough Manager distributed the report from Tax Collector, Kenneth W. Reger for the period ended July 31, 2025, for real estate tax collection \$8,406.31.

The Borough Manager distributed the report from Berkheimer Tax Administrator for July 31, 2025, Earned Income Tax \$16,598.08; Local Service Tax, \$2,651.81.

Report of permits issued July 1, 2025 through July 31, 2025.

Report of Realty Transfer Fees for the period May 1, 2025 through May 31, 2025, total received \$4,812.00. For the period July 1, 2025 through July 31, 2025, total received \$2,205.00.

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated September 2, 2025, List 09-2025, General Fund \$67,954.75.

Motion by Mr. Peoria, seconded by Mr. Lutz, to approve Bills for Approval List 08-2025, as presented.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Ms. Fernandez	- Yes
Mr. Cowherd	Absent	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 September rent.
2. Received notice of the Westmoreland County Boroughs Association meeting on September 25th at the Barn at Donohoe Center. Topic pending legislation affecting PA Boroughs. RSVP needed by September 19th.
3. Received deposit in the amount of \$11,144.85 from Comcast for 2nd quarter franchise fees.
4. Received CoStars Salt Contract for the year 2025-2026. Salt cost will be \$88.13/ton. This is \$1.00 less per ton compared to last season. Last year total tons used was 295.94 and a total cost of \$26,377.13.
5. Announced the Bid Opening for the 2025 Liquid Fuels Street Project is Friday, September 5th.
6. In the process of obtaining quotes for Animal Control for 2026. Must be able to accept dogs running at large or provide a written agreement with a facility that accepts them.
7. Request from DeNunzio Properties LLC to use the Borough logo on its digital sign.
8. Announced Santa in the Park on December 4th.

REPORT OF THE MAYOR

Community Updates

Reported not all information has been received as of date for the 125th History Book/Time Capsule.

5 Star Trail members are selling tickets for an E-Bike.

Reported if a parade is to be held, he will get the numbers, judges and pass out the fliers to the residents (if held on 6th Street).

NEW BUSINESS

Youngwood Borough Authority

Motion by Mr. Lutz, seconded by Ms. Fernandez, to appoint Daniel Genard, William Genard and Louis Bompiani to the Youngwood Borough Authority.

Motion carried.

PMRS Minimum Municipal Obligation

Motion by Mr. Peoria, seconded by Mr. Crago, to approve the PMRS Minimum Municipal Obligation in the amount of \$14,387.00.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Ms. Fernandez	- Yes
Mr. Cowherd	Absent	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

6 – Yes 0 – No

Motion carried.

Resignation

Motion by Mr. Hajdukiewicz, seconded by Mr. Lutz, to accept the resignation of Janal Narduzzi as Borough representative to the Greensburg Hempfield Library Board.

Motion carried.

COMMITTEE ACTION ITEMS

Finance/Personnel – In absence of Mr. Cowherd, Mr. Palmquist gave the report.

PSAB Fall Leadership Conference

Motion by Mr. Palmquist, seconded by Mr. Hajdukiewicz, to approve the attendance of Diane Fernandez to the PSAB Fall Leadership Conference, State College, October 3rd – 5th, at a cost of \$376.00.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Ms. Fernandez	- Abstained
Mr. Cowherd	Absent	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

5 – Yes 0 – No 1 - Abstained

Motion carried.

Pitney Bowes

Motion by Mr. Palmquist, seconded by Mr. Crago, to terminate the contract with Pitney Bowes effective November 29, 2025.

Motion carried.

Gombach Towing

Motion by Mr. Palmquist, seconded by Mr. Lutz, to amend the agreement with Gombach Towing for a two-year extension.

Motion carried.

Public Works/Equipment/Buildings & Grounds – Mr. Lutz

Electric Supply for Lights

Motion by Mr. Lutz, seconded by Mr. Crago, to obtain quotes for the replacement and/or repair of electric supply on the poles on North 3rd Street. Repairs for the existing area that does not work.

Motion carried.

Ordinance/Public Safety – Mr. Crago

Ordinance No. 538

Motion by Mr. Crago, seconded by Mr. Peoria, to advertise Ordinance No. 538, amending the sign ordinance.

Motion carried.

Stormwater Management – Mr. Hajdukiewicz

Motion by Mr. Hajdukiewicz, seconded by Mr. Crago, to purchase a stormwater testing kit in an amount not to exceed \$1,000.00.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Ms. Fernandez	- Yes
Mr. Cowherd	Absent	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

6 – Yes 0 – No

Motion carried.

Grants/Planning – Mr. Peoria

Resolution No. 06-2025

Motion by Mr. Peoria, seconded by Ms. Fernandez, to adopt Resolution No. 06-2025 – CFA LSA Cat 4 Grant Funding – Fire & Borough Equipment.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Ms. Fernandez	- Yes
Mr. Cowherd	Absent	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

6 – Yes 0 – No

Motion carried.

Resolution No. 07-2025

Motion by Mr. Peoria, seconded by Mr. Lutz, to adopt Resolution No. 07-2025 – CFA LSA Cat 4 Grant Funding – Avenue B Bridge Repairs.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Ms. Fernandez	- Yes
Mr. Cowherd	Absent	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

6 – Yes 0 – No

Motion carried.

CDBG Funding

Motion by Mr. Peoria, seconded by Mr. Hajdukiewicz, for approval to submit three CDBG applications for 2026 Funding. Projects are Youngwood Recreation Complex ADA Accessible Upgrades, Youngwood Recreation Lower Ballfield Parking Lot and ADA Accessible ramp to field, and Pavilion #3 Accessible Sidewalk to bathroom. No surveys would be required.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Ms. Fernandez	- Yes
Mr. Cowherd	Absent	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

6 – Yes 0 – No

Motion carried.

PRESIDENT PALMQUIST

Firewood Policy

Motion by Mr. Palmquist, seconded by Mr. Lutz, to adopt the Firewood Policy, as presented.

Roll Call Vote:

Mr. Crago	- No	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Ms. Fernandez	- Yes
Mr. Cowherd	Absent	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

5 – Yes 1 – No

Motion carried.

Policy to attend meetings via conference call

Motion by Mr. Palmquist, seconded by Mr. Peoria, to amend the policy to permit professionals and Council Members to attend meetings via conference call as long as quorum is present.

Motion by Mr. Palmquist, seconded by Mr. Peoria, to postpone the motion until the definition of emergencies can be defined.
Motion carried.

ADJOURNMENT

President Palmquist announced the following dates:

September 3 & 4	- Borough Office Closed – Training
September 5	- Bid Opening @ 10:00 AM – 2025 Street Project
September 9	- Bid Opening @ 10:00 AM – Chestnut Street Ext Project
September 9	- Special Meeting @ 4:00 PM
September 25	- WCBA Meeting
September 29	- Agenda Meeting @ 7:00 PM
October 6	- Council Meeting @ 7:00 PM

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

The meeting adjourned at 7:54 PM.

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL