

The Youngwood Borough Council held its agenda meeting on the above date with the following members present and staff present:

President Palmquist, Mr. Cowherd, Mr. Crago, Ms. Fernandez, Mr. Hajdukiewicz, Mr. Lutz, Mr. Peoria, Mayor Long, Engineer Schmitt, Solicitor DiMascio and Borough Manager Schaefer.

Public Attendance: 0

**Public Comment**

None

**Engineer's Report**

Reported the following:

South 5<sup>th</sup> & Hillis Street Culvert Project began on August 18<sup>th</sup> and is progressing.

Northend Paving Project (200 block of South 5<sup>th</sup> Street & Alley between 6<sup>th</sup> & Sherwood Circle) bids were opened on August 20<sup>th</sup> and will be awarded.

Chestnut Street Extension Stormwater Project bids will be opened on September 9<sup>th</sup>.

Discussion was held on how the Driving Surface Aggregate (DSA) works. The road will need to be closed for a few days to allow it to dry and harden.

PNP Phase I Upgrades Project bids will be opened on September 2<sup>nd</sup>.

**Solicitor's Report**

At this time, a motion by Mr. Hajdukiewicz, seconded by Mr. Peoria, to hold an Executive Session to discuss litigation. 7:28 PM

Motion carried.

A motion by Mr. Lutz, seconded by Ms. Fernandez, to end the Executive Session. 8:04 PM.

Reported the following:

The Borough should consider including occupancy inspections when a property is being sold.

Discussed the change in the proposed sign ordinance allowing for only ten signs/billboards along the Route 119 North & South corridor.

Discussion was held on creating an ordinance pertaining to the games of skill machines that are installed in businesses in the Borough. One option could be to charge an annual fee per machine.

**Borough Manager**

Treasurer's Report and Financial Report as of 07/31/2025 were distributed.

Presented the 2026 PMRS Minimum Municipal Obligation in the amount of \$14,387.00. Explained it is higher this year due to have a full staff that meets the requirements of being in the plan.

Announced the PSAB Fall Conference at State College, October 3<sup>rd</sup> – 5<sup>th</sup>.

Discussed the Halloween Parade/Trick or Treat on October 31<sup>st</sup>. The parade route will be determined.

Announced Santa in the Park on Thursday, December 4<sup>th</sup>. Committee is working on specifics.

Reported the Pitney Bowes contract expires the end of November. Suggested the possibility of eliminating the postage meter to save some funding.

Reported RFP's will be sent out for the Animal Control Contract.

Reported the bids for the Liquid Fuels Project will be opened on September 8<sup>th</sup>.

Recommended extending the Gombach Towing agreement for an additional two years.

**New Business**

Motion by Mr. Lutz, seconded by Mr. Hajdukiewicz, to award the bid for the Northend Paving Project to Plum Contracting Inc. in the amount of \$60,950.00. Bids were opened August 20, 2025. See attached.

**Roll Call Vote:**

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

7 – Yes 0- No

Motion carried.

Motion by Mr. Peoria, seconded by Mr. Hajdukiewicz, to approve the closure of the following streets as requested for the Travis Manion Foundation 9/11 Heros Run 5K on September 14<sup>th</sup> from 9:00 AM to 10:15 AM: Avenue A, portion of Depot Street and portion of Hillis Street.

Motion carried.

**Report of Mayor**

Mayor Long reported the present Youngwood representative on the Library Board is not fulfilling the duties. The Borough should consider a potential replacement.

**Finance/Personnel - Mr. Cowherd**

Announced 2026 preliminary budget requests are due by September 19<sup>th</sup>.

Announced the Budget meeting is October 20<sup>th</sup> at 7:00 PM.

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

Reported the Public Works Crew has been trimming trees, installing wedge curbing to help with stormwater issues, repaired an area of Depot Street along the guiderail that was washing out, brush pick-ups, grass cutting and vehicle maintenance.

Discussion was had on installing a building access ramp in the front of the Borough building. It was decided that the Borough provides two handicap parking spaces as required that should be utilized.

Repairs need made to the electrical wiring along South 3<sup>rd</sup> Street from approximately Depot Street to Walnut Street so the Christmas lights will work this year. In addition, new wiring upgrades for the lights should be considered.

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

Reported the Solicitor reviewed the Sign Ordinance. It is ready to be advertised.

**Stormwater Management – Mr. Hajdukiewicz**

Reported, it was recommended that the Borough purchase a stormwater testing kit to aid with the MS4 requirements when inspecting outfalls. Estimated cost is \$1000.00.

**Grants/Planning – Mr. Peoria**

Reported the following:

The Bare Root Tree Program – Holes for the trees will need prepared in mid October. The Forester did the tree inventory at the Park'n'Pool. The inventory for the rest of the Borough needs to be completed.

LSA Cat 4 Grant suggestions – Application 1 – Hose and training equipment for Fire Department; Application 2 – Avenue B Bridge Repairs; Application 3 – Camera for stormlines and street sweeper brushes. Grant is due September 30<sup>th</sup>.

DGLVR Grant – Park'N'Pool Road, Grant is due October 31<sup>st</sup>.

CDBG – Application due September 30<sup>th</sup>. Continue ADA for the Recreation Complex.  
Foothills COG – Discussed the Turtle Creek COG created its own software to help its municipalities fight blight and how it might be used by the Foothills COG in the future.

**Recreation – Ms. Fernandez**

Reported a meeting with Recreation Board is scheduled for September 18<sup>th</sup> to discuss future plans.

The basketball rims at the playground have been removed due to being damaged. New ones will be installed.

**Report of President Palmquist**

Reported Council consider a policy change to allow Councilmembers and professional staff to attend meetings via telecommunication in emergency situations. It was discussed what the definition of an emergency would be.

Presented a draft copy of a Firewood Policy for all of Council review.

**Adjournment**

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

The meeting adjourned at 9:59 PM.

Respectfully submitted,

Diane M. Schaefer  
Borough Manager

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Scott Palmquist, President  
YOUNGWOOD BOROUGH COUNCIL