

Thought for the Day – “Consider how hard it is to change yourself and you’ll understand what little chance you have trying to change others.”  
~ Arnold H. Glasow

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

President Palmquist announced an Executive Session was held prior to the meeting from 6:32 PM to 6:58 PM to discuss the lease of real property and maintenance contract.

Mayor Long opened the meeting with prayer.  
Mr. Lutz led the Pledge of Allegiance to the Flag.

Public Attendance – 1

**PUBLIC COMMENT-STORMWATER**

None

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Motion by Mr. Crago, seconded by Mr. Peoria, to approve the minutes of October 27, 2025, November 3, 2025, and November 17, 2025, as presented.

Motion carried.

**TREASURERS REPORT**

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

<u>Treasurer's Report of Fund Balances as of October 31, 2025</u>	
Capital Improvement Fund – General	\$205,579.02
Liquid Fuels Fund	309,335.01
Capital Improvement Fund - P & P	45,485.70
Fire Equipment & Apparatus	104,826.21
Fire Equipment & Apparatus – C.D.	53,644.05
Act 13 Fund	40,572.37
Cemetery Fund	13,072.65
Perpetual Care Fund	8,876.72
Perpetual Care – C.D.	6,459.87
Perpetual Care – C.D.	14,280.63
C.D.-Mellon Bank	4,127.32
Playground Fund	4,505.76

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

General Fund  
Balance Sheet

Total Assets	\$1,977,202.92
Total Liabilities	119,501.61
Fund Balance Reserve	82,000.20
Retained Earnings	1,967,530.72
Total Deficit 10/31/2025	191,362.26
Total Liabilities & Equity	\$1,977,202.92
Total Revenues	\$ 36,625.53
Total Expenses	222,925.85
Total Deficit	\$186,300.32

**REPORT OF THE TAX COLLECTORS**

The Borough Manager distributed the report from Tax Collector, Kenneth W. Reger for the period ended September 30, 2025, for real estate tax collection \$2,446.00 and for period ended October 31, 2025, for real estate tax collection \$196.54.

The Borough Manager distributed the report from Berkheimer Tax Administrator for October 31, 2025, Earned Income Tax \$12,139.39; Local Service Tax, \$2,541.71.

Report of permits issued October 1, 2025 through November 30, 2025.

Report of Realty Transfer Fees for the period October 1, 2025 through October 31, 2025.

**BILLS FOR APPROVAL**

The secretary presented Bills for Approval dated December 1, 2025, List 12-2025, General Fund \$287,051.61.

Motion by Mr. Cowherd, seconded by Mr. Lutz, to approve Bills for Approval List 12-2025, as presented.

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.

**COMMUNICATIONS**

1. Received deposit in the amount of \$804.54 from Crown Communications for December rent.
2. Received deposit in the amount of \$10,926.90 from Comcast for 3rd quarter franchise fee.
3. Received thank you letter to employees from Bev Gelsdorf.

**REPORT OF THE MAYOR**

Community Updates

Mayor Long thanked all who past and present members of Council for whom he had the honor to serve beside. He explained it was too many to mention by name. It was his honor to be Mayor and a Councilman for a combined 24 years. He stated he was involved in various groups over the years. His favorite highlight over the years was participating in a hearing on the Borough’s behalf in Harrisburg regarding prevailing wages.

**COMMITTEE ACTION ITEMS**

**Finance/Personnel – Mr. Cowherd**

2026 Meeting Dates

Motion by Mr. Cowherd, seconded by Mr. Hajdukiewicz, to advertise the 2026 meeting dates, as presented.

Motion carried.

WCTA Local Share Assessment

Motion by Mr. Cowherd, seconded by Mr. Crago, to approve the Westmoreland County Transit Authority Local Share Assessment for Fiscal Year 2025-2026 in the amount of \$1,543.50.

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.

2026 Final Budget

Motion by Mr. Cowherd, seconded by Mr. Hajdukiewicz, to adopt the 2026 Final Budget as advertised with tax millage at 20 mills.

General Fund Revenues	\$1,216,582
General Fund Expenses	\$1,216,582

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- No	Ms. Fernandez	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		
6 – Yes	1 – No		

Motion carried.

Ordinance No. 539

AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR GENERAL BOROUGH PURPOSES FOR THE YEAR OF 2026 ESTABLISHING THE TAX RATE AT 20 MILLS

Motion by Mr. Cowherd, seconded by Mr. Hajdukiewicz, to advertise Ordinance No. 539 levying the tax millage at 20 mills for adoption on December 22<sup>nd</sup>.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- No	Ms. Fernandez	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		
6 – Yes	1 – No		

Motion carried.

Employee Gift Cards

Motion by Mr. Cowherd, seconded by Mr. Lutz, to authorize the purchase of \$100.00 gift cards for all full-time employees.

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.

2025 Employee Bonuses

Motion by Mr. Cowherd, seconded by Mr. Hajdukiewicz, to approve the employee bonuses for 2025.

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.

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

Handicap Parking Request

Motion by Mr. Crago, seconded by Mr. Peoria, to deny the handicap parking request at 6 North 5<sup>th</sup> Street following Borough policy because one already is established on the street.  
Motion carried.

Ordinance No. 540

AN ORDINANCE CREATING RESTRICTIONS ON CERTAIN GAMBLING MACHINES AND SKILL GAMES

Motion by Mr. Crago, seconded by Mr. Cowherd, to advertise Ordinance No. 540 for adoption on December 22<sup>nd</sup>.  
Motion carried.

911 Readouts

Motion by Mr. Crago, seconded by Mr. Lutz, to authorize the change in 911 readouts to replace Air 38 with Air 79-2.  
Motion carried.

Grants/Planning – Mr. Peoria

Local Government Innovation Lab Grant

Motion by Mr. Peoria, seconded by Mr. Crago, to apply for a Local Government Innovation Lab grant with a pool feasibility study being the project.

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

At this time, the following items were brought up and discussed:

The law firm sign at the corner of 3<sup>rd</sup> & Chestnut creates a site problem. Code Enforcement to review.

Proposed 4 way Stop Sign at Depot/Silvis Farm Road/Racetrack Road. Discussion was had the trees near the intersection are creating a site issue and traffic is traveling too fast while driving. A traffic count will be conducted again after the first of year.

ADJOURNMENT

President Palmquist announced the following dates:

- December 4 - Santa in the Park @ 5:00 PM to 8:00 PM
- December 22 - Agenda Meeting @ 7:00 PM
- December 24 & 25 - Holiday, Christmas, Office Closed
- January 1 - Holiday, New Year's, Office Closed
- January 5 - Reorganization Meeting @ 7:00 PM

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

The meeting adjourned at 7:52 PM.

Diane M. Schaefer  
Borough Manager

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Scott Palmquist, President  
YOUNGWOOD BOROUGH COUNCIL