

The Youngwood Borough Council held its reorganization and regular session on the above date.

REORGANIZATION

Oath of Office - Mayor

Notary Shannon Moore presented and administered the Oath of Office to the elected Mayor for the Borough: Ms. Diane Fernandez.

Oath of Office - Council

Mayor Fernandez presented Mr. William Cowherd, Mr. Charles Lutz, Mr. Matthew Peoria, and Mr. Irvin Shipley elected Councilpersons for the Borough. Mayor Fernandez administered the Oath of Office to all elected Councilpersons.

Oath of Office - Tax Collector

Mayor Fernandez presented Mr. Kenneth W. Reger, elected Tax Collector for the Borough. Mayor Fernandez administered the Oath of Office to both individuals.

Mayor Fernandez called the meeting to order.

Borough Manager Schaefer led the prayer and pledge of allegiance.

Roll Call

Present at the meeting were Mr. Cowherd, Mr. Crago, Mr. Hajdukiewicz, Mr. Lutz, Mr. Palmquist, Mr. Peoria, Mr. Shipley, Mayor Fernandez, Solicitor DiMascio, and Borough Manager Schaefer

Public Attendance - 27

Election of President and Vice-President

Mr. Crago nominated Mr. Lutz for President. Mr. Lutz declined the nomination. Mr. Hajdukiewicz nominated Mr. Palmquist for President.

Roll Call Vote:

Mr. Cowherd	- Mr. Palmquist
Mr. Crago	- Mr. Lutz
Mr. Hajdukiewicz	- Mr. Palmquist
Mr. Lutz	- Mr. Palmquist
Mr. Palmquist	- Mr. Palmquist
Mr. Peoria	- Mr. Palmquist
Mr. Shipley	- Mr. Palmquist

6 - Mr. Palmquist 1 - Mr. Lutz
Mr. Palmquist will serve as President.

Mr. Palmquist nominated Mr. Cowherd for Vice-President.
Mr. Crago nominated Mr. Hajdukiewicz for Vice-President.

Roll Call Vote:

Mr. Cowherd	- Mr. Cowherd
Mr. Crago	- Mr. Hajdukiewicz
Mr. Hajdukiewicz	- Mr. Cowherd
Mr. Lutz	- Mr. Cowherd
Mr. Palmquist	- Mr. Cowherd
Mr. Peoria	- Mr. Cowherd
Mr. Shipley	- Mr. Cowherd

6 – Mr. Cowherd 1 – Mr. Hajdukiewicz
Mr. Cowherd will serve as Vice-President.

PUBLIC COMMENT

None

ANNUAL APPOINTMENTS

Motion by Mr. Cowherd, seconded by Mr. Lutz, to appoint Maiello, Brungo, & Maiello as Solicitor.
Motion carried.

Motion by Mr. Peoria, seconded by Mr. Hajdukiewicz, to appoint Gibson Thomas Engineering as Engineer.

Roll Call Vote:

Mr. Cowherd	- No	Mr. Palmquist	- Yes
Mr. Crago	- No	Mr. Peoria	- Yes
Mr. Hajdukiewicz	- Yes	Mr. Shipley	- Yes
Mr. Lutz	- Yes		

5 - Yes 2 - No

Motion carried.

Motion by Mr. Cowherd, seconded by Mr. Lutz, to appoint DeBlasio & DeBlasio Associates as Auditor.
Motion carried.

Motion by Mr. Hajdukiewicz, seconded by Mr. Shipley, to appoint Mark Cypher the Sewage Enforcement Officer.
Motion carried.

Motion by Mr. Crago, seconded by Mr. Lutz, to appoint John Moore to the

Vacancy Board. Term to expire December 31, 2026.

Motion carried.

Motion Mr. Peoria, seconded by Mr. Hajdukiewicz, to appoint the Borough Manager as Right to Know Officer.

Motion carried.

APPROVAL OF MINUTES

President Palmquist asked for additions or corrections to the Minutes of November 24, 2025, December 1, 2025 and December 22, 2025, meetings as presented.

Motion by Mr. Crago, seconded by Mr. Lutz, to approve the Minutes as presented.

Motion carried.

REPORT OF THE SOLICITOR

No report.

REPORT OF THE TAX COLLECTORS

The Borough Manager stated no report was received as of date from Kenneth Reger.

She distributed the report from Berkheimer Tax Administrator for month ended November 30, 2025; Earned Income Tax, \$69,230.33; Local Services Tax, \$11,358.14.

Report of permits issued 12/01/25 through 12/31/25.

Report of Realty Transfers 11/01/25 through 11/30/25 and check remitted in the amount of \$2,518.15.

Report of Realty Transfers 12/01/25 through 12/31/25 and check remitted in the amount of \$2,450.00.

TREASURERS REPORT

The Borough Manager presented the financial report on the accrual basis, unaudited for the period ended November 30, 2025.

General Fund Balance Sheet

Total Assets	\$1,821,143.91
Total Liabilities	110,956.48
Fund Balance Reserve	82,000.20
Retained Earnings	1,967,530.72
Deficit 11/30/2025	338,876.14
Total Liabilities & Funds	\$1,821,143.91

Income Statement

Total Revenues	\$116,511.38
Total Expenses	264,009.83
Total Deficit	\$147,498.45

Treasurer's Report of Fund Balances

Capital Improvement Fund	\$206,083.57
Liquid Fuels Fund	305,858.99
Capital Improvement Fund - P & P	45,597.36
Fire Equipment & Apparatus	105,083.54
Fire Equipment & Apparatus CD	53,644.05
Act 13 Fund	40,671.97
Cemetery Fund	3,073.78
Perpetual Care Fund	8,576.72
Perpetual Care - C.D.	6,588.73
Perpetual Care - C.D.	14,280.63
C.D.-Mellon Bank	4,127.32
Playground Fund	4,505.76

BILLS FOR APPROVAL

The Borough Manager presented Bills for Approval dated January 5, 2026, List 01-2026, General Fund - \$87,560.70.

Motion by Mr. Crago, seconded by Mr. Lutz, to approve the Bills List 01-2026, as presented.

Roll Call Vote:

Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Crago	- Yes	Mr. Peoria	- Yes
Mr. Hajdukiewicz	- Yes	Mr. Shipley	- Yes
Mr. Lutz	- Yes		

7 - Yes 0 - No

Motion carried.

COMMUNICATIONS

1. Received deposit in the amount of \$804.54 from Crown Communications for January rent.
2. Received 2025 Fire Report for the Youngwood Volunteer Fire Department as submitted by Fire Chief Lloyd Crago.
3. Received deposit in the amount of \$555.29 from Westmoreland County for 4th quarter 2025 delinquent real estate taxes.
4. Received thank you letter from Youngwood Library regarding the Santa in the Park event. Letter was read.

NEW BUSINESS

Resolution No. 01-2026

Motion by Mr. Peoria, seconded by Mr. Hajdukiewicz, to adopt Resolution No. 01-2026 authorizing the payment of one mill of collected real estate tax for the year 2026 to the Youngwood Borough Fire Department equipment and apparatus improvement fund.

Motion carried.

Resolution No. 02-2026

Motion by Mr. Lutz, seconded by Mr. Shipley, to adopt Resolution No. 02-

2026 authorizing the payment of 4.3 mills of collected real estate tax for the year 2026 to the bond payment of the Youngwood Borough building.
Motion carried.

Resolution No. 03-2026

Motion by Mr. Peoria, seconded by Mr. Cowherd, to adopt Resolution No. 03-2026, designating the Borough Manager as Chief Administrative Officer of the Borough of Youngwood Pension Plans, Pennsylvania Municipal Retirement System Uniform and Non-Uniform Pension Plans.

Motion carried.

Resolution No. 04-2026

Motion by Mr. Hajdukiewicz, seconded by Mr. Peoria, to adopt Resolution No. 04-2026, authorizing the signatures of the President, Vice-President, Borough Manager and the Administrative Assistant on all bank accounts and safe deposit box. Two signatures required on the Liquid Fuels Account. In addition, S & T Bank, PLGIT First Commonwealth Bank and Somerset Trust be designated as the authorized depositories of Borough funds.

Motion carried.

Resolution No. 05-2026

Motion by Mr. Lutz, seconded by Mr. Hajdukiewicz, to adopt Resolution No. 05-2026, adopting Robert's Rules of Order.

Motion carried.

IRS Mileage Rate

Motion by Mr. Peoria, seconded by Mr. Hajdukiewicz, to set the 2026 mileage rate at 72.5 cents per mile.

Motion carried.

Newly Elected Officials Training

Motion by Mr. Peoria, seconded by Mr. Lutz, to approve attendance for Diane Fernandez and Irvin Shipley to the Newly Elected Municipal Officials Training January 30th & January 31st from 9:00 AM – 4:00 PM, Greensburg, Cost \$62.50 each.

Roll Call Vote:

Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Crago	- Yes	Mr. Peoria	- Yes
Mr. Hajdukiewicz	- Yes	Mr. Shipley	- Abstained
Mr. Lutz	- Yes		

6 - Yes 0 - No 1 - Abstained

Motion carried.

ADJOURNMENT

President Palmquist announced the following dates:

January 26 - Agenda Meeting @ 7:00 P.M.
February 2 - Regular Meeting @ 7:00 P.M.

All in attendance were invited to a reception immediately following the meeting to welcome the new Council members.

Motion by Mr. Lutz, seconded by Mr. Cowherd to adjourn the meeting.
Meeting adjourned at 7:33 P.M.

Respectfully submitted,

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL