

The Youngwood Borough Council held its regular meeting on the above date with the meeting being called to order at 7:00 PM and the following members present:

Mr. Palmquist, Mr. Crago, Mr. Hajdukiewicz, Mr. Lutz, Mr. Peoria, Mr. Shipley, Mayor Fernandez, Solicitor DiMascio and Borough Manager Schaefer.

Mr. Cowherd was absent.  
Public Attendance – 0

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Motion by Mr. Lutz, seconded by Mr. Hajdukiewicz, to approve the minutes of January 26, 2026 and February 2, 2026, as presented.

Motion carried.

**TREASURERS REPORT**

The Borough Manager presented the Treasurer’s Report for the period ending January 31, 2026.

Treasurer's Report of Fund Balances as of January 31, 2026

Capital Improvement Fund – General	\$207,181.03
Liquid Fuels Fund	180,795.98
Capital Improvement Fund - P & P	48,259.93
Fire Equipment & Apparatus	132,269.90
Fire Equipment & Apparatus – C.D.	53,644.05
Act 13 Fund	40,888.60
Cemetery Fund	7,074.13
Perpetual Care Fund	9,161.32
Perpetual Care – C.D.	6,588.73
Perpetual Care – C.D.	14,280.63
C.D.-Mellon Bank	4,098.28
Playground Fund	4,542.28

**REPORT OF THE TAX COLLECTORS**

The Borough Manager distributed the report from Tax Collector, Kenneth W. Reger for the period ended January 31, 2026 for real estate tax collection; all delinquent tax payments have been submitted to the County.

The Borough Manager distributed the report from Berkheimer Tax Administrator for January 361, 2026, Earned Income Tax \$15,354.60; Local Service Tax, \$2,902.77.

No permits were issued February 1, 2026 through February 28, 2026.

Realty Transfer Taxes collected for the month of January 2026 were \$3,150.00.

**BILLS FOR APPROVAL**

The secretary presented Bills for Approval dated March 2, 2026, List 03-2026, General Fund \$97,252.09.

Motion by Mr. Shipley, seconded by Mr. Hajdukiewicz, to approve Bills for Approval List 03-2026, as presented.

Roll Call Vote:

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

6 – Yes      0 – No

Motion carried.

**COMMUNICATIONS**

1. Received deposit in the amount of \$804.54 from Crown Communications for March rent.
2. Received notice of the Westmoreland County Boroughs Association meeting on March 26<sup>th</sup> at the Westmoreland Conservation District at 5:30 PM. Program speaker is David Leng talking about Municipal Liability Blind Spots. RSVP needed by March 18<sup>th</sup>.
3. Received deposit in the amount of \$54,331.00 from the Commonwealth of PA for reimbursement of the Northend Paving Grant. The grant amount awarded was \$69,214.00. The reimbursable project costs came under the grant amount.
4. Received deposit in the amount of \$73,575.00 from the Commonwealth of PA for reimbursement of the Park'N'Pool Facilities upgrade. The grant amount awarded was \$80,000. The total amount submitted was \$86,559.00. The Borough's 15% match is \$12,984.00. Therefore, the reimbursable project costs came under the grant amount.
5. Received deposit in the amount of \$45,915.00 from the Westmoreland County ARPA funding for the municipal water and sewage grant program for Chestnut Street Extension.
6. Received deposit in the amount of \$95,530.05 from the Commonwealth of PA for Act 655- Liquid Fuels and Act 44 allocations and \$6,520.00 for Act 32 for a total of \$102,050.05 to be deposited in the Liquid Fuels Account.
7. Received deposit in the amount of \$10,453.57 from Comcast for 4<sup>th</sup> quarter 2025 franchise fees.
8. Received notification from PennDOT that the Borough's three bridges will be inspected in November 2026.
9. Received notification from PennDOT that the streets chosen for the random traffic count for 2026 sometime between March and November are Skyline Drive and Hillis Street between South 7<sup>th</sup> and South 9<sup>th</sup> Streets.
10. Received February Library report from Youngwood Librarian Jeanne Casey. Patron Visits 275; Computer users 22; New registrations 5. The Library has home radon detection kits. The kits are free to use but you must have a valid Library card to check one out.

### **COMMITTEE ACTION ITEMS**

#### **Ordinance/Code Enforcement – Mr. Shipley**

Motion by Mr. Shipley, seconded by Mr. Peoria, to accept the resignation of Luke Aucker as Code Enforcement Officer effective February 2, 2026.

#### **Roll Call Vote:**

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

6 – Yes      0 – No

Motion carried.

Motion by Mr. Shipley, seconded by Mr. Hajdukiewicz, to adopt Resolution No. 06-2026 for the demolition of the blighted structure. Tax Map #41-01-08-0-065.

#### **Roll Call Vote:**

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

6 – Yes      0 – No

Motion carried.

#### **Grant Research/Stormwater Management – Mr. Peoria**

Motion by Mr. Peoria, seconded by Mr. Hajdukiewicz, to authorize the letter of support for the Watershed Planning Advisory Committee.

Motion carried.

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

Motion by Mr. Lutz, seconded by Mr. Crago to approve the 2026-2027 Costars Salt Order in the amount of 400 tons.

Motion carried.

Motion by Mr. Lutz, seconded by Mr. Crago, to approve the Intergovernmental Agreement with Hempfield Township for Racetrack Road/Silvis Farm Road.

**Roll Call Vote:**

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

6 – Yes      0 – No

Motion carried.

Motion by Mr. Lutz, seconded by Mr. Hajdukiewicz, to adopt Resolution No. 07-2026 authorizing Council President and Borough Manager to execute the Intergovernmental agreement.

**Roll Call Vote:**

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

6 – Yes      0 – No

Motion carried.

**Finance/Personnel – Mr. Cowherd**

In the absence of Mr. Cowherd, Borough Manager Schaefer gave the report with motions needed.

Motion by Mr. Crago, seconded by Mr. Shipley, to ratify the approval of purchasing a computer for the Borough office at a cost not to exceed \$2,000.00.

**Roll Call Vote:**

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

6 – Yes      0 – No

Motion carried.

Motion by Mr. Peoria, seconded by Mr. Hajdukiewicz, to adopt Resolution No. 08-2026 authorizing the fee schedule for Borough services.

**Roll Call Vote:**

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

6 – Yes      0 – No

Motion carried.

Motion by Mr. Hajdukiewicz, seconded by Mr. Peoria, to adopt Resolution No. 09-2026 authorizing the destruction of records per the municipal records manual.

**Roll Call Vote:**

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

6 – Yes      0 – No

Motion carried.

Motion by Mr. Lutz, seconded by Mr. Hajdukiewicz, to approve the reservations for those attending the WCBA Annual Banquet on April 24, 2026 at Lakeview Lounge.

Roll Call Vote:

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

6 – Yes      0 – No

Motion carried.

**Community Involvement, Growth & Development – Mayor Fernandez**

Mayor Fernandez gave her report with motions needed.

Motion by Mr. Lutz, seconded by Mr. Crago, to hold an Easter Bunny in the Park on Saturday, March 28th at 10:00 AM with a Borough cost not to exceed \$300.00.

Roll Call Vote:

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

6 – Yes      0 – No

Motion carried.

Motion by Mr. Peoria, seconded by Mr. Shipley, to submit a special event permit to PennDOT for the Memorial Day Parade on Monday, May 25<sup>th</sup> at 9:00 AM.

Motion carried.

**Committee Comments**

Public Safety – Mr. Crago

Mr. Crago reported the report has been submitted to the Commonwealth. Should hear something by end of March.

Parks, Recreation & Park'N'Pool

Mr. Hajdukiewicz reported the Committee will be meeting with the Rec Board on Tuesday, March 3<sup>rd</sup> at 6:00 PM.

**ADJOURNMENT**

President Palmquist announced the following dates:

March 26	- WCBA Meeting at 6:00 PM
March 28	- Easter Bunny in the Park @ 10:00 AM
March 30	- Agenda Meeting at 7:00 PM
April 6	- Council Meeting @ 7:00 PM

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

The meeting adjourned at 8:04 PM.

*Diane M. Schaefer*

Diane M. Schaefer  
Borough Manager

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Scott Palmquist, President  
YOUNGWOOD BOROUGH COUNCIL