

The Youngwood Borough Council held its regular session on the above date with the meeting being called to order at 7:13 PM and the following members present:

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

Mr. Crago opened the meeting with a prayer.
Mr. Lutz led the Pledge of Allegiance to the Flag.

Public Attendance – 2

At this time, Council President Palmquist stated an Executive Session was held from 6:30 PM to 7:12 PM to discuss pending litigation.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Motion by Mr. Crago, seconded by Mr. Lutz, to approve the minutes of March 30, 2026, April 27, 2026, May 4, 2026 May 26, 2026 and June 1, 2026, as presented.

Motion carried.

TAX COLLECTOR REPORT

The Borough Manager distributed the report from Tax Collector, Kenneth W. Reger for the period ended April 30, 2026 for real estate tax collection; total real estate tax collected \$346,735.65. Report for period ended May 31, 2026 for real estate tax collection; total real estate tax collected \$30,665.21.

The Borough Manager distributed the report from Berkheimer Tax Administrator for April 30, 2026, Earned Income Tax \$20,763.86; Local Service Tax, \$2,563.39; for May 31, 2026, Earned Income Tax \$69,457.59; Local Service Tax, \$9,482.65 and for June 30, 2026, Earned Income Tax \$22,710.14; Local Service Tax, \$2,373.27.

Permits issued April 1, 2026 through June 30, 2026.

Realty Transfer Taxes collected for the month of April 2026 were \$1,960.00; May 2026 were \$3,725.00 and June 2026 were \$2,651.94.

TREASURERS REPORT

The Borough Manager presented the Treasurer's Report for the period ending May 31, 2026.

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

Capital Improvement Fund – General	\$209,248.90
Liquid Fuels Fund	269,029.90
Capital Improvement Fund - P & P	51,288.33
Fire Equipment & Apparatus	133,590.27
Fire Equipment & Apparatus – CD	54,774.62
Act 13 Fund	40,311.61
Cemetery Fund	16,763.80
Perpetual Care Fund	9,831.06
Perpetual Care – C.D.	6,716.41
Perpetual Care – C.D.	14,581.60
C.D.-Mellon Bank	4,098.28
Playground Fund	4,394.94

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending May 31, 2026.

	General Fund
	Balance Sheet
Total Assets	\$2,401,075.32

Total Liabilities	88,569.59
Fund Balance Reserve	82,000.20
Retained Earnings	1,609,708.00
Total Income 5/31/2026	621,264.88
Total Liabilities & Equity	\$2,401,075.32
Total Revenues	\$ 453,637.98
Total Expenses	89,985.67
Total Income	\$ 363,652.31

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated July 7, 2026, List 07-2026, General Fund \$200,811.27.

Motion by Mr. Hajdukiewicz, seconded by Mr. Peoria, to ratify and approve the Bills for Approval List 07-2026, as presented.

Roll Call Vote:

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

7 – Yes 0 – No

Motion carried.

COMMUNICATIONS

1. Received deposit in the amount of \$925.22 from Crown Communications for July rent.

2. Received deposit in the amount of \$14,735.91 from Westmoreland County for 2nd quarter delinquent tax collections.

3. Received deposit in the amount of \$7,305.49 from 2025 Act 13 funding. Council will have to decide on the allocation.

4. Received June Library report as submitted by Librarian Jeane Casey. 371 patron visits, 19 computer users and 9 new registrations.

New Business

Motion by Mr. Crago, seconded by Mr. Lutz, to approve extending the Mayor's Declaration of Local Disaster Emergency for the roof collapse at 305 Depot Street as a matter of public safety for an additional thirty days.
Motion carried.

Amend Agenda

Motion by Mr. Hajdukiewicz, seconded by Mr. Lutz, to amend the agenda to include the approval of the proposal from Shallenberger Construction Company in the amount of \$325,000.00 for the emergency demolition of the structure located at 305 Depot Street.
Motion carried.

At this time, Council President Palmquist passed the gavel to Vice-President Cowherd.

Motion by Mr. Palmquist, seconded by Mr. Hajdukiewicz, to approve the proposal from Shallenberger Construction Company in the amount of \$325,000.00 for the emergency demolition of the structure located at 305 Depot Street.

Roll Call Vote:

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

Mr. Lutz - Yes
7 – Yes 0 – No
Motion carried.

COMMITTEE ACTION ITEMS

Community Involvement, Growth & Development – Mayor Fernandez

Motion by Mr. Hajdukiewicz, seconded by Mr. Lutz, to approve the Community Picnic on August 29th at a total cost not to exceed \$3,000.00.

Roll Call Vote:

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

7 – Yes 0 – No
Motion carried.

Motion by Mr. Lutz, seconded by Mr. Shipley, to approve the quote from Doug Walt Masonry to install a new roof on the pavilion at Klingensmith Park in the amount of \$7,590.00. YARD will donate the funds for the pavilion roof.

Roll Call Vote:

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

7 – Yes 0 – No
Motion carried.

Finance/Personnel – Mr. Cowherd

Motion by Mr. Cowherd, seconded by Mr. Lutz, to approve the quote submitted by SkyEye Drone Solutions for drone video and editing in the amount of \$400.00.

Roll Call Vote:

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

7 – Yes 0 – No
Motion carried.

Motion by Mr. Cowherd, seconded by Mr. Peoria, to approve Cyber Liability Insurance coverage through AIG in the amount of \$3,107.00.

Roll Call Vote:

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

6 – Yes 1 – No
Motion carried.

Motion by Mr. Cowherd, seconded by Mr. Shipley, to approve a VOIP system through Nextiva with a monthly invoice fee of \$122.61 for 24 months.

Roll Call Vote:

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

6 – Yes 1 – No
Motion carried.

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

Motion by Mr. Lutz, seconded by Mr. Hajdukiewicz, to advertise for the 2026 Liquid Fuels Project. The following streets are being proposed in no priority order. However, not all streets may be completed as the project is based on cost.

- Painter from 4th to S. 8th
- Burton from S. 6th to S. 10th
- Wilson from S 5th to S 7th
- S 7th from Painter to Burton
- S. 8th from Painter to Burton
- S. 6th from Lowe to Locust
- S. 5th from Newill to Depot
- S. 7th from Locust to Chestnut
- Chestnut from Oak Lane to 4th St.
- Lowe from S. 4th to 6th
- Newill from S 7th through Ridgeview to Wagner
- Hillview Lane from Locust to Newill
- Oak Lane from Chestnut to Depot

Roll Call Vote:

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

7 – Yes 0 – No

Motion carried

Motion by Mr. Lutz, seconded by Mr. Peoria, to approve payment estimate #1 to Curry & Kepple in the amount of \$69,898.95 for the Depot Street Stormwater, Road and Waterline Improvement Project.

Roll Call Vote:

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

7 – Yes 0 – No

Motion carried

Motion by Mr. Lutz, seconded by Mr. Cowherd, to obtain quotes for seal coat/line painting of the Borough office parking lot.

Motion carried.

Motion by Mr. Lutz, seconded by Mr. Hajdukiewicz, to approve the agreement with First Energy for Pole Attachment for the Holiday Lights.

Roll Call Vote:

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

6 – Yes 0 – No

Motion carried.

Ordinance/Code Enforcement – Mr. Shipley

Motion by Mr. Shipley, seconded by Mr. Crago, to adopt the ordinance policies and procedures manual, as presented.

Motion carried.

Committee Comments

Public Safety – Mr. Crago asked the Public Works Department to check the culvert on Clawson Avenue near Hurst Road.

Grant Research/Stormwater Management – Mr. Peoria had no report.

Parks, Recreation and Park'N'Pool – Mr. Hajdukiewicz had no report.

ADJOURNMENT

President Palmquist announced the following dates:

July 14 th	- Zoning Meeting @ 6:00 PM
July 27 th	- Agenda Meeting @ 7:00 PM
August 3 rd	- Council Meeting @ 7:00 PM

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

The meeting adjourned at 7:55 PM.

Respectively submitted,

Diane M. Schaefer

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL