

Thought for the Day – “Each of us is moved by a man or woman who has made a difference in the lives of others.”
~ Joan Holmes

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, Mrs. Wojtseck-Carty, Mr. Cowherd, Mr. Crago, Mr. Hajdukiewicz, Mr. Lutz, Mr. Peoria, Mayor Long, Junior Councilperson Horchak, Solicitor Mangulis, Engineer Schmitt and Administrative Assistant Moore in place of Borough Manager Schaefer.

Borough Manager, Diane Schaefer was absent from the meeting.

Councilman Lutz opened the meeting with a prayer.

President Palmquist led the Pledge of Allegiance to the Flag.

Public Attendance – 1

PUBLIC COMMENT – STORMWATER MANAGEMENT

None

PUBLIC COMMENT

1. Lewis Gaudi, resident at 105 N. 1st Street, was present to discuss his displeasure with code enforcement officer Luke Auker and how he was presented with a code violation. Mr. Auker hand delivered the original violation letter and Mr. Gaudi received a hand written notice of the violations when Mr. Auker stopped by in March. Mr. Gaudi was not happy with how the violation letters were presented and that they were not dated or signed. Mr. Gaudi presented Council with the title and proof that he applied to have the trailer/boat registered.

TREASURERS REPORT

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending December 31, 2023.

General Fund Balance Sheet	
Total Assets	\$2,218,022.12
Total Liabilities	139,415.32
Fund Balance Reserve	82,000.20
Retained Earnings	2,572,373.08
Total Deficit 12/31/2023	575,299.13
Total Liabilities & Equity	\$2,218,022.12
Total Revenues	\$ 1,487,620.68
Total Expenses	2,062,919.81
Total Deficit	\$ 575,299.13

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending January 31, 2024.

General Fund Balance Sheet	
Total Assets	\$2,132,930.70
Total Liabilities	100,856.44
Fund Balance Reserve	82,000.20
Retained Earnings	1,997,073.95
Total Deficit 1/31/2024	46,532.54
Total Liabilities & Equity	\$2,132,930.70
Total Revenues	\$ 53,401.12
Total Expenses	99,933.66
Total Deficit	\$ 46,532.54

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending February 29, 2024.

General Fund
 Balance Sheet

Total Assets	\$2,176,135.64
Total Liabilities	102,063.16
Fund Balance Reserve	82,000.20
Retained Earnings	1,997,073.95
Total Deficit 2/29/2024	4,534.32
Total Liabilities & Equity	\$2,176,135.64
Total Revenues	\$ 104,589.09
Total Expenses	62,590.87
Total Deficit	\$ 41,998.22

The Borough Manager presented the Treasurer’s Report, for the period ending December 31, 2023.

Treasurer's Report of Fund Balances as of March 25, 2024

Capital Improvement Fund – General	\$193,573.61
Liquid Fuels Fund	151,938.52
Capital Improvement Fund - P & P	26,398.91
Fire Equipment & Apparatus	123,499.44
Act 13 Fund	29,270.14
Cemetery Fund	5,593.91
Perpetual Care Fund	6,185.06
Perpetual Care – C.D.	6,043.21
Perpetual Care – C.D.	12,984.50
C.D.-Mellon Bank	4,025.08
Playground Fund	6,360.11
ARPA Fund	299,985.42

BILLS FOR APPROVAL

The secretary presented Bills for Approval dated April 1, 2024, List 04-2024, General Fund \$90,303.54.

Motion by Mr. Cowherd, seconded by Mr. Hajdukiewicz, to approve Bills for Approval List 04-2024, as presented.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Mrs. Wojtseck-Carty	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

7 – Yes 0 – No

Motion carried.

COMMUNICATIONS

1. Announced at the start of the meeting that the Borough received two grants for 2023 LSA Cat 4 funding. The first grant was in the amount of \$25,000.00 for GIS Mapping. The second grant was for \$69,124.00 for Northend Paving. This was a big win with thanks to Senator Ward and Representative Nelson for supporting Youngwood Borough.

2. Received deposit in the amount of \$804.54 from Crown Communications for April rent.

3. Received and emailed the Code Enforcement Reports for the month of March submitted by Luke Aucker.

REPORT OF THE ENGINEER

Engineer Update

We can discuss the CAT 4 Grants and priorities on the GIS Mapping. Mr. Peoria asked if all other stormwater GIS was completed on mapping. Construction and Engineer costs are included with grants.

REPORT OF THE SOLICITOR

Solicitor Update

No Report

NEW BUSINESS – COMMITTEE REPORTS

NEW BUSINESS

None

REPORT OF MAYOR LONG

No Report

FINANCE/PERSONNEL – MR. COWHERD

GO Bond

Motion by Mr. Cowherd, seconded by Mr. Lutz, to approve the GO Bond interest payment in the amount of \$20,696.88.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Mrs. Wojtseck-Carty	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

7 – Yes 0 – No

Motion carried.

Part-Time Seasonal Maintenance Employees

Motion by Mr. Cowherd, seconded by Mrs. Wojtseck-Carty, to advertise for two part-time seasonal maintenance employees at a rate of \$14.50/hr.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Mrs. Wojtseck-Carty	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

7 – Yes 0 – No

Motion carried.

PUBLIC WORKS/EQUIPMENT/BUILDINGS & GROUNDS – MR. LUTZ

South 10th Street CDBG Project Bid Award

Motion by Mr. Lutz, seconded by Mr. Crago, to award the bid for the South 10th Street CDBG Project to Tresco Paving in the amount of \$47,427.80.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Mrs. Wojtseck-Carty	- Yes
Mr. Cowherd	- Yes	Mr. Palmquist	- Yes
Mr. Lutz	- Yes		

7 – Yes 0 – No

Motion carried.

Engineer Schmitt reached out to the County to see if they will help with the difference of \$7,427.80.

Traffic Signal Adjustments

Motion by Mr. Lutz, seconded by Mr. Crago, to approve spending up to \$1,000.00 for adjustments to the timing of the Traffic Signals.

Roll Call Vote:

Mr. Crago	- Yes	Mr. Hajdukiewicz	- Yes
Mr. Peoria	- Yes	Mrs. Wojtseck-Carty	- Yes

Mr. Cowherd - Yes Mr. Palmquist - Yes
Mr. Lutz - Yes
7 – Yes o – No

Motion carried.

Hillis, Depot and Chestnut Streets were looked at on 4/1/2024 and adjusted. We will need to keep an eye on them to see if they need adjusted more.

GRANTS/PLANNING – MR. PEORIA

American Planning Association Membership

Motion by Mr. Peoria, seconded by Mr. Crago, to approve membership to the American Planning Association in the amount of \$112.00/year.

Roll Call Vote:

Mr. Crago - Yes Mr. Hajdukiewicz - Yes
Mr. Peoria - Yes Mrs. Wojtseck-Carty - Yes
Mr. Cowherd - Yes Mr. Palmquist - Yes
Mr. Lutz - Yes

7 – Yes o – No

Motion carried.

Ratify President’s Signature

Motion by Mr. Peoria, seconded by Mr. Cowherd, to ratify the signature of the President on the Dirt, Gravel and Low Volume Road Grant agreement in the amount of \$65,200.00 for the Phase 2 Chestnut Street Extension Project.

Roll Call Vote:

Mr. Crago - Yes Mr. Hajdukiewicz - Yes
Mr. Peoria - Yes Mrs. Wojtseck-Carty - Yes
Mr. Cowherd - Yes Mr. Palmquist - Yes
Mr. Lutz - Yes

7 – Yes o – No

Motion carried.

The total amount awarded so far for 2023 grant submissions is \$239,324.00.

ADJOURNMENT

- President Palmquist announced the following dates:
April 15th - 125th Committee Meeting at 6:30 PM
April 20th - Earth Day Clean-Up @ 8:00 AM
April 27th - 125th Karaoke Night @ 6:00 PM
April 29th - Agenda Meeting @ 7:00 PM

Motion by Mrs. Mr. Cowherd, seconded by Mrs. Wojtseck-Carty, to adjourn the meeting.

The meeting adjourned at 7:43 PM.

After adjournment, Council held an executive session from at 7:43 PM – 8:10 PM to discuss a personnel matter.

In the absence of the Borough Manager, the meeting minutes were prepared by Administrative Assistant, Shannon Moore.

Respectively submitted,

Diane M. Schaefer
Borough Manager

Scott Palmquist, President
YOUNGWOOD BOROUGH COUNCIL