

Youngsville Borough Council
Regular Meeting – July 14, 2025
Youngsville Borough Municipal Building

Mayor Scott Nelson called the meeting to order at 4:30 p.m. Invocation was led by Mr. Mineweaser followed by the Pledge of Allegiance.

Present: Council Members: Rick Brewster, Eric Mineweaser, Nicole Cowan, Dustin Schwab, Catrina Leamon, and Troy Clawson. Also attending were Borough Manager Wendy Wilcox, Borough Secretary Allie Benedict, PWD Stacey Cratty, YPD Chief Mineweaser and Solicitor Tim Bevevino. Absent were Council members Sharey Sveda.

Minutes: A motion to approve the minutes of the regular council meeting on June 9, 2025, was made by Mr. Clawson, seconded by Mrs. Leamon and unanimously carried.

Recognition of Visitors: No visitors.

Amendment to the Agenda: No amendments.

Correspondence –

- A thank you was received from the YHS Alumni Scholarship committee for sponsoring a hole during their annual golf scramble.
- A schedule for the spraying of black flies.
- The Borough received a bill from the City of Warren for a cancelled call in the amount of \$75.00. It does state a bill will be received for cancelled calls in the Borough's contract.
- A resident of Eighth Street praised the Borough's PWD for their hard work and team work while working on the storm sewer project in that area.

Monthly Reports: Posted for public review at the borough office and distributed to Council prior to the meeting: Police Department Report, Tax Collection Report. June Financial Report and current/prior months' expenditures will be posted with the return of the Borough Secretary.

Reports -

Secretary/Treasurer –

- At the end of June there was \$2,452,008.13 in all accounts.
- Mr. Brewster inquired about the PLGIT and capital reserve expenses. It was clarified that all expenses have been budgeted line items for the year.

Mayor – Mr. Nelson gave condolences to Mr. Theuret's family for the passing of his mother.

Manager –

- Closing documents have been completed for the USDA grant/loan for the purchase of PWD new F-550. The grant monies that were received were lower due to the cost of the truck being lower than originally quoted.
- Ms. Wilcox will be at a flood plain training, July 14th – 17th.
- gWorks, the new software that was purchased to upgrade the office software is not compatible with the DCED Chart of Accounts. They have a third-party sister company working on a solution that would be available to us for an extra cost. It is in agreement that we ask for a full refund and continue to research other software.
- Ms. Wilcox and Chief Mineweaser have been making rounds around town and noting properties that are in violation of the Borough ordinances. Letters have been sent and follow ups are being made.

Boards and Commissions –

- There were a lot of complaints during pool pass sales about no evening hours. BVSP has been trying to accommodate evening hours around private pool parties on hot days.
- A \$1,000 donation was received by an anonymous donor to go toward a free swim day at BVSP! It will be greatly appreciated by all.
- Chief Mineweaser has been receiving some complaints about the basketball hoops and not having a pickle ball court at Island Park. He was inquiring about the funds of the Recreation Committee and what they would be able to do.

Junior Council – Council received letters of interest from two candidates, Ryleigh Lauger and Tydus Chase. A motion to approve both Ryleigh Lauger and Tydus Chase was made by Mr. Mineweaser, seconded by Mr. Brewster and unanimously carried. A letter of acceptance will be sent to both candidates and an official pledge and swear in will take place at the September meeting.

YPD -

- Chief Mineweaser continues to work on updating the YPD policies. Any officer working a second job needs to be approved by the Council per policy. A motion to accept the secondary employment of Chief Mineweaser, Officer Labesky and Officer Alkeson was made by Mr. Brewster, seconded by Mrs. Leamon and unanimously carried.
- There was a recent K-9 Board meeting. Currently the K-9 vehicle is registered to the county though the K-9 Board purchased the vehicle. It was determined the vehicle would go to YPD if the decision to add a K-9 to the force was made. Chief Mineweaser asked the Council to make a list of questions about the program, etc. that he can take back to board.
- Chief Mineweaser's agreement needs renewed. He submitted his agreement amendments to Ms. Wilcox.
- The current records management system, Visual Alert, is becoming obsolete. YPD with other local police agencies are planning to meet with different sale reps for a new system in the near future.

PWD -

- PWD has started the Eighth Street storm sewer project.
- Kam's Cruise- In and YABA days are this coming weekend, July 18th & 19th.
- YPL has a bench they would like to install and asked PWD for help. The cost to install the bench will be roughly \$100.00 for the concrete. Mrs. Cowan was going to notify the library of the cost.
- The no turn on red light heading eastbound on Route 6 when the train is coming through has not been working for some time. Jeff Tenney has been trying to repair the light and it has been found it is so outdated it is unrepairable. The cost for a new one including installation is \$6,028.00. Ms. Benedict will reach out to our Liquid Fuels representative to see if we can use Liquid Fuel funds to cover the cost. Once clarification is received, Mr. Cratty will order a new light.

A motion to accept the June bills for payment was made by Mr. Clawson, seconded by Mr. Mineweaser and unanimously carried by voice vote. Mr. Schwab abstained from voting. Mrs. Sveda reviewed the bills and reported that all were okay to pay/accept.

July 2025 Expenses:

Alexandra Benedict	100.00	Anderson Cleaners	63.40
Barbara Young	375.00	Barber's Chemicals	2,686.47
Barnhart-Davis Company	229.70	C & G Moore	970.22
Carter Lumber	26.71	Cintas	229.96
City of Warren	75.00	Clement Motors	1,204.61
Colburn's A/C	1,476.62	Companion Life	631.55
DDTA Services	98.00	Dearborn Life Insurance	409.41
Definiti	1,450.00	EagleZip	97.21
Edwards Chainsaws	252.66	Emergycare	925.00

Erika Grubbs	225.00	Frantz & Russell Services	440.00
IT Telecom	157.51	ITU	200.94
Jamestown Macadam	492.01	L/B Water	2,846.40
Melzer's Fuel Service	1,369.35	Mineweaser, Todd	357.00
National Printing	253.50	Nationwide	300.00
Northwest – VISA	1,472.02	Northwest Loans	12,158.57
PSAB UC Plan	1,080.85	PA Municipal, Inc.	45,267.50
PACE	1,613.20	PATH Master	356.00
Penelec	10,659.71	Pitney Bowes	507.50
S&D Calibrations	96.00	Sam's Club	3,074.39
Sharon Wagner	225.00	Strate Welding Supply	365.20
Swanson, Bevevino, Sharp	1,250.00	Techsulere	500.00
Troy Clawson	1,045.87	Twenty5 Supply	809.14
Ubeo Business Services	216.02	Ubeo LLC	75.62
United Refining Company	1,113.39	UPMC Health Plan	13,850.01
Verizon Wireless	332.83	Vision Benefits of America	102.65
Waste Treatment Corp	7,138.07	Wendy Wilcox	45.96
WestPA.net	84.44	Youngsville Hardware	195.57
Youngsville Fire Department	3,000.00	Zito Media	150.00

TOTAL JULY EXPENSES: \$124,728.74

Old Business:

- **Heart & Soul Community Report** – Heart & Soul is holding a community picnic on July 27th at Island Park from 1pm – 3pm to thank those who helped and shared their stories. There will be games, free chicken dinners, along with a plaque presentation.
- **School Closing** – The court hearing for the lawsuit against the Warren County School District was denied allowing the district to proceed with the closure of Youngsville Middle High School. The group who initiated the hearing have decided not to appeal the decision. Mrs. Wilcox has a meeting on July 18th at 10:00am with Mr. Weber, WCSD Superintendent, to discuss the plans for the building that housed the Youngsville Middle High School.
- **Tax Agreement** – It was mentioned during last meeting that the Borough is supposed to be billing the County for tax collecting. Mrs. Benedict created an invoice that covered our fees for 2022 – 2025. A check was received in the amount of \$10,203.87 which covered all uncollected costs.

New Business:

- **Ordinance 609, Police Pension Plan** – With the addition of a third full-time position for YPD, it was required to change the police pension to an Act 600 plan. A motion was made to adopt Ordinance 609 Police Pension Plan was made by Mr. Brewster, seconded by Mr. Clawson and unanimously carried.
- **Resolution 12, DCED Multimodal Application** – The scope of work for the Streetscape Phase II project has not changed but it does reflect an increase in cost. Ms. Wilcox is awaiting a cost from the engineers. The DCED Multimodal Grant Application is due July 31st with no match monies being required. A motion to approve Resolution 12, DCED Multimodal Application pending the updated cost was made by Mr. Brewster, seconded by Mrs. Leamon and unanimously carried.

Executive Session: Council went into executive session at 5:16pm to discuss personnel and legal matter. They returned at 5:28pm.

Adjournment: A motion to adjourn was made at 5:28pm by Mr. Brewster, seconded by Mrs. Cowan and unanimously carried.