

Youngsville Borough Council
Regular Meeting – June 9, 2025
Youngsville Borough Municipal Building

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

Present: Council Members: Nicole Cowan, Dustin Schwab (left at 5:26pm), Catrina Leamon, Sharey Sveda (left at 5:15pm), and Troy Clawson. Also attending were Borough Manager Wendy Wilcox, Borough Secretary Allie Benedict, PWD Foreman Mark Theuret, YPD Chief Mineweaser, Solicitor Tim Bevevino and Junior Council Member Michael Carnahan. Absent were Council members Rick Brewster and Eric Mineweaser.

Minutes: A motion to approve the minutes of the regular council meeting on May 12, 2025, was made by Mr. Clawson, seconded by Mrs. Leamon and unanimously carried.

Recognition of Visitors:

Scott Neiswonger, K-9 Boardman Chairman, see discussion in new business.

Riley Lauger, 11 Sonia Lane, was representing BSA Troop 31. Mr. Lauger asked for permission to put signs up for a fundraiser they were holding for a fellow scout who lost his house due to a fire along with posting it on the Borough's social media.

Linda Miniau, 2680 Murray Hill Road, and Becky Zerbe, 629 High Street, both representing the YPL Board of Directors. They thanked the Council for their continued support throughout the years and announced they have hired a new library director.

Tara Baker, North Main Street, asked if ducks could be reconsidered within Borough limits. Ms. Baker was advised it would be looked at.

Chris Murphy, North Main Street, attending the meeting with Tara Baker.

Amendment to the Agenda: No amendments.

Recognition – Mrs. Cowan was recognized for her ten years of serving on a council.

Correspondence –

- Warren General Hospital is hosting its Summer Sizzler Golf Tournament held on Monday, August 18th. All proceeds will benefit the Cancer Care Center.
- The Youngsville Elementary S.O.A.R team sent a thank you for the donated pool passes.
- The McWaPEC dinner will be held on June 26th in Johnsonburg.

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

Reports -

Secretary/Treasurer –

- At the end of May there was \$2,444,183.09 in all accounts.
- There were 57 vehicles that went through spring cleanup bringing in a total of \$1,445.00. Mr. Theuret said the cleanup has been slower in the last couple of years and suggested maybe doing it

every other year. Mrs. Leamon suggested collaborating with Brokenstraw and Pittsfield and sharing the cost.

- BVSP season passes are on sale, and we have sold a total of 72, only one off from last year. Swimmercise seems to be the most popular. The office has received many comments on no daily evening hours.
- Ms. Benedict submitted reimbursement requests to the insurance company from the DUI accident on Second Street. They were willing to pay for the hydrant repairs and components but not the man-hours. We should be receiving a check in the amount of \$6,074.40 in the next couple days. The man-hours will hopefully be compensated through restitution.

Mayor – The memorial parade was great and thanked all for their hard work.

Manager –

- Mark from Techsulere notified Ms. Wilcox that the Borough's firewall has not been working properly. If Techsulere is unable to fix the issue it will need to be replaced, which is an unbudgeted expense.
- Mrs. Wilcox and Mr. Clawson attended the PSAB Conference. Ms. Wilcox learned about a ticketing program that she would eventually like to enforce to help get residents/properties in compliance with the ordinances.
- A representative from Senator McCormick's office along with United States Representative Glenn Thompson both visited the Borough on two separate occasions. The topic of discussion was the revitalization of downtown.

Junior Council – Mr. Carnahan announced this would be his last meeting as he is leaving for college soon. He thanked the Council for the opportunity and noted being on Junior Council helped him achieve some of his scholarships and college acceptances. The council wished him luck in the future.

PWD -

- Only one bid was received for the Eighth Street paving project. IA Construction submitted a bid for the whole project in the amount of \$63,409.05. A motion to accept IA Constructions' bid for the Eighth Street paving project, pending approval from PennDOT was made by Mr. Clawson, seconded by Mrs. Cowan and unanimously carried. Funding will come from the Liquid Fuels fund.
- There was another water leak on East Main Street. A boil notice was issued.
- Pierson Street sewer is officially finished.
- Ribfest went well. There were a few ruts at Island Park due to the weather but it was cleaned up well.
- The Pollinator garden that is being put in by the STP plant is moving forward. There will be a few hours of "in kind" work for PWD. Mr. Theuret is waiting for a call back.
- BVSP prep went well. The heater has a control flow valve that is not working properly. Colburn's is supposed to get Mr. Theuret a cost estimate. The heater is 16 years old.
- A copper sample was missed at the STP. It was reported to DEP that it was missed. No fine was issued.
- When the weather permits PWD will start black topping all the road cuts throughout town.
- The Eighth Street storm sewer project along with the installation of cycle 3 auto-reads are the next projects on the list.
- Mr. Theuret would like to enroll Mr. Curtis into the online CDL training. Council approved.

Motion to accept the May bills for payment made by Mr. Schwab, seconded by Mr. Clawson and unanimously carried by voice vote.

June 2025 Expenses:

Alexandra Benedict	125.00	Anderson Cleaners	112.60
Barbara Young	52.99	Barber's Chemicals	4,064.87
Barnhart-Davis Company	40.48	Bob's Garage	270.00
Burrell Enterprises	41.95	Carter Lumber	49.36
Cintas	352.59	Companion Life Insurance	631.55
DDTA Services	200.00	Dearborn Life Insurance	489.19
EagleZip	97.21	Emergycare	925.00
Erie Insurance	193.00	Erika Grubbs	217.50
Frantz & Russell Services	188.70	Geiger Electric	710.00
Glenn O. Hawbaker	845.49	IT Telecom	155.72
ITU	200.94	Jamestown Macadam	341.15
Johnsonburg Borough	50.00	Jones Pest Control	200.00
L/B Water	422.45	Lowe's	193.24
Melzer's Fuel Service	1,392.02	Michelle Johnson	1,077.38
Mitch Labesky	500.00	National Fuel	2,110.45
Nationwide	275.00	Northwest – VISA	3,186.51
Northwest Loans	9,108.85	PACE	775.40
Penelec	10,615.19	Pitney Bowes	556.11
Sam's Club	123.53	Sharon Wagner	217.50
Strate Welding Supply	294.59	Swanson, Bevevino, Sharp	750.00
Techsulere	500.00	Tops Market	48.85
Treatment Specialties	441.00	Ubeo Business Services	231.08
United Refining Company	1,653.55	UPMC Health Plan	13,009.31
Valley Bowling Center	231.00	Verizon Wireless	332.88
Vision Benefits of America	102.06	Waste Treatment Corp	6,311.66
Wendy Wilcox	429.62	WestPA.net	84.44
Youngsville Hardware	174.02	Zito Media	150.00

TOTAL JUNE EXPENSES: \$65,852.98

Old Business:

- **Pennvest** – The application for the capital water improvement project has been submitted.
- **BVAA Sewer Rates** – Mr. Hendrickson is supposed to be contacting Ms. Wilcox about the new proposed rates. She has not heard back from him yet.
- **Heart & Soul Community Report** – The Heart & Soul Youngsville Community report has been completed and has been distributed to those around the community. A community picnic will be held on July 12th at Island Park from 1pm – 3pm to thank those who helped and shared their stories. There will be games and a free chicken dinner. The final DCED grant report is being worked on. All monies need to be expended by the end of June.
- **Streetscape** – The Borough's last Streetscape plan was completed in 2008 and there has been many changes to the downtown since then. The original engineer returned to the Borough to provide a new agreement to make updates to the plan. It will cost \$3,500.00 to have the plans updated. The price of the new park will be included for future grant purposes. A motion to pass the new agreement/have the plan updated pending review of Solicitor Tim Bevevino was made by Mrs. Leamon, seconded by Troy Clawson and unanimously carried.
- **School Closing** – There is a committee meeting being held tonight, June 9th. There is supposed to be a motion on the table to extend the closing. Ms. Wilcox would like to reach out to the superintendent Mr. Weber about the property and their plans. The court hearing is scheduled for June 16th.

New Business:

- **K-9 Unit** – Scott Neiswonger, K-9 Board Chairman, held discussion with Council members on specifications if Youngsville Borough had an interest in obtaining a K-9 dog. The current K-9, Nic,

will be retiring in October and Warren County will have no K-9 capabilities. All funding for the K-9 Board has been community raised funds through golf scrambles, etc. The dogs are a big part of the community especially when it comes to funding. The cost to Youngsville Borough would be minimal as the K-9 Board covers vet care, maintenance, vehicle, insurance, food, etc. The Borough would need to provide a radio system for the vehicle. It would be the Borough's discretion to allow mutual aid agreements to other municipalities/counties. The dog could be a single or dual purpose. Training takes place for 16 hours a month with one certification test per year. Discussion will continue on the topic.

- **Tax Agreement** – Office staff just found out we are supposed to be billing the County for the tax collecting. Ms. Wilcox called Mr. Glotz to see if we can get reimbursement for the years we have not billed.
- **YVFD Roof** – The roof on YVFD has been leaking. Mr. Theuret had CRS come out and look at it. It was recommended to have a new roof installed as there are already two layers on the roof. The estimate of \$150,000 was just for the old building not the new addition. A meeting needs to be set up with YVFD.

Executive Session: Council went into executive session at 4:57pm to discuss personnel and returned at 5:13pm. A motion to move Officer Labesky from part-time to full-time pending an agreement was made by Mrs. Leamon, seconded by Mr. Clawson and unanimously carried.

The council went into a second executive session at 5:42pm to discuss legal matter and returned at 5:52pm.

Adjournment: A motion to adjourn was made at 5:52pm by Mrs. Cowan, seconded by Mrs. Leamon and unanimously carried.

Allie Benedict, Secretary