

Youngsville Borough Council
Regular Meeting – September 14, 2026
Youngsville Borough Municipal Building

Troy Clawson called the meeting to order at 4:30pm. Invocation was led by Eric Mineweaser followed by the Pledge of Allegiance.

Present: Council Members: Rick Brewster (Left at 5:40), Eric Mineweaser (Left at 5:20), Nicole Cowan, Dustin Schwab, Sharey Blum, and Troy Clawson. Also attending were Borough Manager Wendy Wilcox, Borough Secretary Barbara Young, Solicitor Tim Bevevino, PWD Foreman Mark Theuret, Angie Highhouse, YPD Chief Todd Mineweaser, and Officer Brayden Newman. Absent were Mayor Catrina Leamon, Council member Stacey Robinault and Junior Council member Riley Lauger.

Minutes: A motion to approve the minutes of the regular council meeting on August 10, 2026, made by Mr. Brewster, seconded by Mrs. Blum, and unanimously carried.

Executive Session: Council went into executive session for personnel at 4:32 pm and returned at 4:51 pm.

Recognition of Visitors:

Jared Durlin, 137 Bates Street, expressed his concern that the Borough was not following the Sunshine Act and wanted more details about the executive sessions. Wanted to make sure his name was spelled correctly in the Borough meeting minutes.

Terry Jackson, 571 College Street, expressed concern about neighboring properties and the rats near his home. Expressed concern over the growth of ragweed at a neighboring property. Wanted to know the status of a neighboring property and if it was blighted.

Mark Nyquist, 545 College Street, following the last council meeting, he has not seen cats around his house and has not seen a rat since the previous year.

Bud Pruskowski, 533 College Street, attended the meeting to follow up on the cat and rat issue. Noted that mowing has increased at properties on his street.

Council member, Rick Brewster, discussed the steps involved in blighting a property and noted that it was not a quick process as there are multiple steps involved at the local and county level.

Council member, Eric Mineweaser, wanted to make note for clarification at the last meeting:
Three items for consideration ~ No motion was made, it was just for clarification purposes:
Nuisance Ordinance/ Discussion of cats
Potential blighted property on College Street
Businesses from homes

Request for amendment to the agenda was tabled due to non-compliance of 24 hr. notice to Council of addition.

Correspondence:

- Letter from the City of Warren asking for sponsors for the “Trail of Treats” to be held on Saturday, October 3, 2026, from 11:00 AM – 2:00 PM.
- Letter regarding neighbor concerns from a resident. Also, request for a variance from 6 feet to a 10-foot fence. A variance application was sent to the resident.

REPORTS:

Secretary/Treasurer –

- At the end of July there was \$2,5497, 153.21 in all accounts.
- Attended a meeting with county secretaries and another meeting with state officials and representatives where QuickBooks was discussed. As a result, an alternative fund-based accounting system is being researched.
- Streaming instead of ZOOM has been discussed as a means to broadcast the monthly council meetings.

Financials:

Stacey Robinault reviewed the bills and had no questions.

A motion to accept the August bills as paid was made by Nicole Cowan, seconded by Rick Brewster, and carried by voice vote with Dustin Schwab abstaining. Bills are accepted as paid.

September 2026 Expenses

Aflac	\$482.36	AIRGAS USA, LLC	\$68.40
Allen Fire Equipment	\$70.00	Allied Systems	\$840.61
AMTrust North America	\$8,227.00	Anderson Cleaners	\$62.20
Angie Highhouse	\$49.60	A.R. Beatty Equipment	\$4.42
Barnhart-Davis	\$667.75	Bob's Garage	\$516.94
Burgess & Niple	\$30,012.18	Burrell Enterprises	\$69.60
C & G Moore Enterprises	\$447.00	Carter Lumber	\$398.76
Cintas	\$298.52	Clement Motors	\$1,035.36
Commonwealth of PA	\$1,000.00	Companion Life Ins.	\$623.33
Corry Lumber Co.	\$199.99	Dearborn Life Ins. Co.	\$446.50
Definiti	\$6,021.18	EagleZip.com	\$184.30
EmergyCare	\$1,665.00	Dollar General	\$18.75
Frantz & Russell	\$460.00	Fox & Sons Excavating	\$1,895.00
Erika Grubbs	\$212.52	Glenn O. Hawbaker	\$1,016.66
Hero Industries, INC	\$1,501.18	Howe's True Vallue	\$465.33
IA Construction	\$934.46	IT Telecom	\$173.52
ITU Absorb Tech, INC	\$214.80	L/B Water Service, INC	\$2,830.05
Lowe's	\$244.63	Manufacturer & Business	\$340.00
Melzer's Fuel Service	\$4,005.11	National Fuel	\$2,106.74
Nationwide	\$275.00	Brayden Newman	\$625.00
Northeast Shared Services	\$41.98	Northwest Bank Loan #9138	\$6,030.79
Northwest Bank Loan #3025	\$6,167.00	Northwest Visa #3246	\$37.09
Northwest Visa #7935	\$2,282.18	Pace Analytical	\$1,623.00
Penelec	\$11,718.98	PSAB Retirement Trust	\$85,658.00
Rci Electrical Systems	\$10,000.00	Selective Insurance	\$59,162.00
State Chemical Solutions	\$405.00	Swanson, Bevevino, & Sharp	\$750.00
Techsulere	\$500.00	Transit Authority	\$1,500.00
Ubeo, LLC	\$239.30	United Refining	\$1,730.75

UPMC Health Plan	\$13,083.72	USA Blue Book	\$495.24
Sam's Club	\$154.34	Sharon Wagner	\$310.02
Verizon Wireless	\$318.28	Waste Treatment	\$7,913.97
Warren Times Observer	\$325.00	WestPA.net	\$84.44
Wendy Wilcox	\$271.66	Witmer Public Safety	\$820.85
Youngsville Public Library	\$5,500.00	Youngsville Borough Tax Collector	\$374.53
Youngsville Hardware	\$7.48	YVFD Relief Association	\$8,121.59
Zito Media	\$150.00	Barbar Chemicals	\$686.60
	\$108,153.20		\$189,020.34
		Total	\$297,173.54

Manager –

- New homes being developed in the Borough are well underway.
- Upcoming events, the homecoming parade and pep rally(no bon fire) coming Sept. 16th. The Garden Club has done a wonderful job decorating the town for fall. We want to thank them for beautifying the town.
 - A paranormal event will take place in Island Park this coming Saturday, September 19th. There will be speakers and food trucks.
- There is discussion about a disc golf course located on the property at the Rouse. This idea is being spearheaded through Warren Worx.
- Attended a COG meeting and information obtained from that meeting was shared with council.
 - There is an invitation to council members to be involved with the Warren & Forest County “Career Day.”
 - Upcoming changes to the “SNAP” program and Medicaid. Shared websites with more information.
 - Upcoming classes available for Council in “Foundations in Local Government Leadership” Certification
- Want to bring attention to Judy Kuzminski who volunteers in the community. She is part of the Enchanted Garden Club as well as heading up the Hometown Heroes Banners and the local Wreaths Across America chapter. Would like to recognize her for her commitment to the community and nominate her for a Community Award. – Will open nominations for the Community Award to the community and surrounding area.
- PSAB Fall Leadership Conference is coming up on October 9th – 11th at the Bayfront Convention Center in Erie.
- Warren Worx is working to build a welcome packet and relocation guide for people moving into the area.

Boards and Commissions –

REC Commission: The Rec Commission held a meeting on September 8th.

- The Brokenstraw Valley Swimming Pool had great success this summer season.
- The pool staff was well received.
- Swimmercise had 20 – 30 people in their class – Sue Kibby does a great job.
 - Only 6 classes were missed due to smoke and weather
- 372 people enrolled in swimming classes
- 16 private lessons were given

- Multiple special events that went well
- Underwater pool lights need to be repaired
- Pool Director, Michelle Johnson, would like to add to the budget
 - 5 signboards (rules signs)
 - 18 small life jackets
 - 3 long picnic tables
 - 5 round tables
 - Metal rail needs work
 - Plumbing on the heater
 - Chem feed pumps

YPD –

- Recently a Chief's meeting was held with the District Attorney. We received accolades for our fingerprints and warrant service both in compliance at 100%.
- K9 Board meeting agreed to pay for unexpected repairs to the K9 unit. They also donated \$1500.00 for K9 Mimi stuffed animals that will be made available for purchase as a fundraiser for the program.
- Received a \$500.00 donation from an outside business for additional outreach items.
- Hi-Ed reached out to the YPD to inquire about the possibility of job shadowing for seniors. Will reach out to Rossbacher to see if our liability insurance will cover.
- Have cited an individual in the Borough for grass violation.
- YPD has been requested to participate in the Tidioute Fishing Tournament parade on Saturday, September 26, 2026, at 1:00 PM. Our K9 vehicle will be participating.
- More expected overtime for the upcoming homecoming parade with the road closures.

PWD -

- Sonja Lane grant paperwork has been submitted, and a reimbursement check is expected in the coming week.
- New traffic camera is installed at the end of West Main Street and Route 6
 - Programming is needed to get it in better working order
- New water service installed on Indian Camp Run
- Numerous leak repairs as well as curb boxes
 - 4th Street
 - 2nd Street
 - Highland-will be paved on Wednesday
- Have not received the comminutor for the Waste Treatment Plant
- New taps for sewer and water on Bates Street as well as one on College Street
- Angie is starting new water meter installations
- Leaf season will begin the week of October 12th – October 16th.
 - We have hired a new individual, Harold, as Rudy has travelled south.
- Started draining one of the sewer tanks to be cleaned on Wednesday the 23rd.
 - Hoping to get it inspected with photos
- Hoping in the future to get our own Bucket Truck so we do not need to negotiate the time to use another municipality's truck.

Junior Council -

- No report

YVFD -

- No representative present.
- Vern called in and reported the relief audit will be completed at the end of September/early October.
 - The Borough received a letter stating Relief funds would be released around September 16th, a check will be issued to the YVFD as soon as funds are deposited.

- The roof project has been completed, but it is leaking. Payment is being withheld until the leaks are fixed.

Continuing Business

- **Water Reservoir Upgrade**
 - Pennvest closing checklist is almost complete. Waiting for confirmation to verify final review updates have been completed.
 - Waiting on certificate of insurance from the contractor.
 - Closing is slated for September 21st at 2:00 PM.
- **ABM**
 - Contract has been submitted to the Borough Solicitor, Tim Bevevino, for his review.
 - ABM will be invoicing us.
 - \$59,800.00 will be covered under the Pennvest loan leaving a balance of \$35,100.00 to be paid to ABM. Council will need to determine if ABM fulfilled their responsibilities. Letter to be sent stating concerns.
- **Fairmont Plaza Act 13 Award**
 - The Fairmont Plaza project received a \$20,000 award from the County Act 13 funding.

A motion was made by Rick Brewster to approve the receipt of Act 13 monies for the Fairmont Plaza project. seconded by Nicole Cowan and unanimously carried.

- **Bike Racks & Repair Station**
 - We received bike racks from the Route 6 Alliance grant.
 - The grant had to be extended due to the fact, in order to complete the grant, the racks need to be in place, and photos need to be taken.
 - We need to get permission to place the bike racks in the Borough in front of various businesses.
- **Budget proposal for ordinance review**
 - Asking for council approval to hire a company to assist in updating the ordinances and get them electronically accessible. Expense will be included in 2027 Budget.
- **Budget consideration of streaming for council meetings**
 - Would like to set up streaming instead of using ZOOM for the meetings. Expense will be included in 2027 budget.
- **Budget Calendar**
 - September 16th, at 6:00 PM, we will be reviewing Sanitation – The homecoming parade is the same evening. The meeting will be held, but we will end at 6:30 PM, so that we can support this event.
- **Fairmont Plaza**
 - After reviewing maps, diagonal parking should not be affected by moving forward with the Fairmont Plaza design as is.

New Business

- **Resolution 16 – The TAWC Match**
 - Approving our match of \$1,500.00 to TAWC for the 2027 – 2028 year.
 - 2772 passengers served in Youngsville.

- Already in the budget for this year.

A motion was made by Nicole Cowan to approve the TAWC Match to the 2027 – 2028 budget, seconded by Sharon Blum, and unanimously carried.

- **Resolution 17 & 18 Definiti Secure 2.0 Amendment**

- Our money purchase account for non-uniform
- Resolution needs to be passed to be in compliance with the new legislation
- Changes the amount subject to involuntary force-out from \$5,000.00 to \$7,000.00 (Resolution 17)
- Funds need to be moved out of individual accounts within 5 years instead of 10 years. (Resolution 18)
- This is a Docusign and we will have it sent to Troy Clawson to sign.

A motion was made by Sharon Blum to pass Resolution 17 & 18 Definiti Secure Amendments with Troy signing, seconded by Dustin Schwab, pending legal review, unanimously carried.

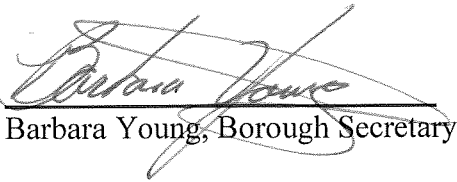
- **Sewer Project**

- Steve Halmi has viewed the wastewater treatment plant & tanks. He believes it will not be as involved as originally thought.
- This will be a phased project.
- Council approved moving forward with preliminary engineering, which will be budgeted for next year.

Public Comment: Troy McFate asked what was happening with the plaza lot. – Ms. Wilcox stated the title is being cleared through the court systems. The project is taking a little longer because of this.

Executive Session: Council went into executive session at 6:05 pm for legal matters and returned at 6:14 pm.

Adjournment: A motion to adjourn was made at 6:15 pm by Sharon Blum, seconded by Dustin Schwab, unanimously carried.



Barbara Young, Borough Secretary