

**Youngsville Borough Council**  
**Regular Meeting – June 12, 2023**  
**Youngsville Borough Municipal Building**

**Mayor Scott Nelson** called the meeting to order at 4:30 p.m. Mr. Mineweaser gave the invocation then Mr. Nelson led the Pledge of Allegiance.

**Present:** Mayor Scott Nelson, Council Members: Richard Brewster, Eric Mineweaser (left at 5:30pm) Nicole Cowan, Dustin Schwab (arrived at 4:40pm), Catrina Leamon, Todd Lake, Troy Clawson and Junior Council Member Madison Carnahan and Michael Carnahan. Also attending were Borough Manager Wendy Wilcox, Borough Secretary Allie Benedict, DPW Foreman Mark Theuret, Solicitor Tim Bevevino, and Chief Mineweaser.

**Minutes:** A motion to approve the Minutes of the regular council meeting on May 8, 2023 and the special meeting on June 1, 2023 was made by Mrs. Leamon, seconded by Mr. Brewster and unanimously carried.

**Recognition of Visitors:** Kevin Shippee, 59 West Main Street, stated his dad received a letter saying he could not park any commercial vehicles/equipment at his house. Mr. Shippee expressed he is a small business owner who only has a truck and a grinder. He does not have a need for a commercial property nor does he have the means to purchase such property. He expressed the property is well maintained, it does not have junk laying all around, and the yard is mowed on a regular basis. He believes the letter is discrimination because only two known businesses received them and there are many in town who are in violation of the ordinance.

Steve and Darcy Rex, 123 West Main Street, were also present at the meeting due to the same letter being received, stating they were in violation of the commercial vehicles/equipment being parked at their resident. Mrs. Rex stated she drove around town and made a list of more than two dozen residents and business that are either violating this ordinance or being zoned as R1 and R2 but deemed commercial. The Rex's are simply asking for this to be enforced to all or none.

George and Jennifer Mead, 109 2<sup>nd</sup> Street, have lived in their home for 14 years and never had an issue with cats until their neighbor starting feeding them on her back porch which has now attracted wild animals. They have video surveillance showing that she is putting out food. There is safety concern due to the wild animals, and feces, and dead animals being left on their property from the cats. Paws Along the River has been contacted and at this time they are not accepting stray cats. The Mead's are asking the Borough for help dealing with this matter, whether it be an ordinance, fine, etc.

Lynn Meyers, 15 High Street, has done a lot of research in the last couple weeks in regards to feeding cats after being approached by Chief Mineweaser and Mrs. Wilcox about feeding the feral cats. She stated that any ordinance that has "do not feed" rule will back fire on the community that issues such a thing. People let their cats run all the time, and you are entitled to neglect if you do not provide food and water to your cats. People who feed cats fall under being a good samaritan as it reduces the spread of diseases and the kill of other species of animals as the cats are being fed. Ms. Meyers suggested if there is any kind of cat ordinance it needs to be that if anyone lets there cat run it has to have a collar that shows current vaccination and owners contact information also needs to state that the cat needs to be spayed or neutered and if it is not spayed or neutered you can not let it run.

Christian Trask, 313 High Street, also has a neighbor who feeds cats. The cats are getting into the foundation of his house, digging in his garden, etc.

Julie Eckstrom, Mill Street, stated the cat issue is just not an issue in Youngsville, it's everywhere. Over the last few years it has become worse. You can issue a nuisance but you are still going to have cats. People are not being educated or being held responsible for their animals. A trap, neuter and release program is great and will decrease the chance of reproducing but the cats are still there, it does not alleviate the nuisance of the cats.

Rhonda Craig and Denise Cederquist, representing the Youngsville Library.

Jeff Strickland, Brandi Strickland, Robert Chase and Jim Cowan were attending to just observe.

**Amendments to the Agenda:** Mr. Clawson recommended an amendment to add PSAB Conference to New Business. A motion to approve the amendment was made by Mr. Clawson and seconded by Mr. Brewster, all in favor.

**Correspondence:**

- Thank you card from Robert Whitley's family expressing their gratitude to all those who participated in the procession.
- Thank you card from The Iron's family in honor/memory of FHP Trooper Joe Bullock thanking the YPD.
- Susan Kibbey, Tonya Wirick, Mary Kushner made a donation to YPD in memory of John McCanna.
- Thank you from YEMS for the donated family pool pass as a reward for positive behavior in school.
- Youngsville High School Alumni Scholarship Fund sent a thank you for our donation to their annual golf scramble.
- McWaPEC dinner is on June 22, 2023 in Port Allegheny to anyone who is interested.

**Monthly Reports:** Posted for public review at the borough office and distributed to Council prior to the meeting: May Financial Reports, Police Reports, and current/prior months' expenditures.

**Treasurer's Report:** At the end of May 2023, there was a cash balance of \$1,875,277.40 in all funds. The Spring Clean Up brought in \$760 dollars. The total cost of everything was \$1,930.80. \$362.86 was made out to the Friends of BVSP for the scrap metal that was collected. The clean up was not very busy this year compared to others. Mr. Lake said working with Pittsfield and Brokenstraw Township that was comparable to theirs also.

**Boards and Commissions:**

- **Mayor** – No Report
- **Manager**
  - Ms. Wilcox does not believe Youngsville High School will be closed. A formal decision was going to be made tonight, June 12<sup>th</sup>.
  - There are two new potential businesses, ice cream at Youngsville Hardware Store, and the winery would like to put in a market village.
  - Music in the Park started last Thursday and had a good turnout for the first night.
- **Recreation Committee**
  - Lifeguard's are still being trained.
  - There was a number of issues at the pool. Pipes froze and had to be replaced. The pump to the heater failed the week the pool was to open. We had to postpone opening a week due to low water temperature. There was trouble finding the pump we needed so we purchased one to get us through this season and will put the pump we need in the budget for next year.
- **Planning Commission** – No Report
- **Zoning Board** – No Report
- **Jr. Council** – No Report
- **YPD**
  - Wagner's Gun Tech offered \$200 per unit to buyback guns from YPD. A motion to approve the buyback process was made by Mr. Brewster, seconded by Mr. Lake and unanimously carried.
- **YVFD** –
  - Chief Vern Edminsten noted that they are doing more training, ropes and water.
  - There are five dead pine trees along the parking lot at YVFD that he would like to have taken down, they are a hazard for the helicopter to come in. YVFD will cut the trees down if PWD could take care of the branches.
  - Ms. Wilcox notified Chief Edminsten she is working with Ken McCarrison on trying to get the First Energy trailer to YVFD for training with electrical power.
  - YVFD will be starting bingo again.

- **PWD**

- The pool is in operation now, the new pump came in and has been installed. Everything seems to be running fine and will open Saturday, June 17<sup>th</sup>, depending on the water temperature.
- XL Excavating have been working on North Main Street replacing the fittings. All patches will be concreted. Mr. Schwab brought up concern to make sure they are not charging for ones that are leaking which would be covered under warranty.
- Mr. Theuret had a meeting with PennDOT, J.C. Lee, and IA Construction. They do not have a start date with any of the re-paving project. No contracts have been issued. IA Construction said North Main will be the last street they will work on.
- Mr. Clawson questioned Mr. Theuret about work on the storm drains on the main streets being paved. Mr. Theuret advised there are only two spots that PWD will be working in conjunction with J.C. Lee and that will be on cross pipes at the 3 point & Highland intersections. J.C. Lee will be replacing some of the storm drains, along with installing bicycle grates and handicap access.

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

**June 2023 Expenses:**

360 Graphics	854.50	A.R. Beatty Diesel	388.35
Affordable 66 Heating & Air	435.75	AGI Industries	177.50
Alexandra Benedict	112.40	AmTrust	3,935.00
Anderson Cleaners	46.80	Angie Highhouse	610.00
AT&T Mobility	113.19	Barbara Young	1,140.00
Barber's Chemicals	4,501.18	Barnhart Davis	57.08
Bob's Garage	47.17	Briggs Transport	200.00
Bryan, Lee	654.19	BSN Sports	78.38
C & G Moore	1,949.88	Carter Lumber	42.67
Cintas	211.96	Charity Nuse	400.00
Companion Life	786.32	Dearborn Life	312.86
Definiti	2,773.18	Downtown Redevelopment	4,999.00
EagleZip	100.04	Edwards Chainsaws	235.82
Erie Insurance	193.00	Erika Grubbs	195.00
Fox & Sons	1,710.00	Frantz & Russell	250.75
Friends of BVSP	562.86	Greenman-Pedersen	155.00
Highmark Blue Cross	154.24	IT Telecom	153.11
ITU, Inc.	392.01	James B. Schwab	179.25
Jamestown Macadam	2,997.01	John Place Inc.	162.30
Jones Pest Control	220.00	L/B Water	735.80
Lexis Nexis	222.86	Lowe's	657.66
Melzer's Fuel	1,160.26	Todd Mineweaser	57.09
National Fuel	468.51	National Printing	99.98
Nationwide	275.00	Northwest Bank	9,108.85
PACE	3,488.00	Penelec	8,770.96
PennVest	783.77	Pitney Bowes	990.34
Port Allegany	60.00	Richard Brewster	1,144.16
Sam's Club	68.56	Sebastian Cristea	400.00
Sharon Wagner	225.00	Strate Welding Supply	390.48
Swanson, Bevevino & Sharp	750.00	Techsulere	250.00
Tops Markets	62.90	Treatment Specialties	402.60
Trevor Wilkins	300.00	Tyler McClain	300.00
U.S. Bank	93.00	United Refining	1,110.68
UPMC	11,702.52	USA Blue Book	854.95
Verizon Wireless	210.45	Warren County COG	225.00
Waste Treatment Corp	6,553.93	Wendy Wilcox	133.20
WestPA	84.44	Whitmire Block	60.00
XL Excavating	63,297.00	Youngsville Hardware	485.95
Zito	150.00		

## TOTAL JUNE EXPENSES - \$148,621.67

### Old Business:

- **Downtown Master Plan** –The Downtown Redevelopment team has compiled a rough draft from the data collected from the survey's and will be here at the Borough on June 21<sup>st</sup> from 5pm – 7pm to present the recommendations. They do ask that council members attend, it is also open to public.
- **Heart & Soul** – Heart & Soul is hosting a photo contest with different categories that are all about Youngsville. A thought on the grand prizes would be to put the winning photos on canvas and hang them here, in the conference room. Heart & Soul is also partnering with the YPL for a “Spread the Kindness” event. Their goal is to get more kids involved but having them paint rocks to tell their story. They are still in stage 2 which is collecting the “why” stories and hoping to move to stage 3 in the fall.

### New Business:

- **Approval of Full-time PWD** – The personnel committee has made a recommendation to hire Arick Heliker as our new full-time PWD. He holds a CDL and has experience in working with large equipment. A motion to approve the personnel committee's recommendation made by Mr. Clawson, seconded by Mr. Lake and unanimously carried. Mr. Clawson thanked the personnel committee for all their work.
- **ABM Industries** - Mike Hess and Joe Boetsch, ABM Industries, presented Borough council with information to provide infrastructure upgrades to the Borough. Their main objective is to generate resources with energy being the main focus. They would look at two years' worth of bills, and our facilities to see where funds could be reallocated focusing on infrastructure that is failing or not working at all. The overview and first initial steps do not obligate the Borough to proceed with any suggestions and are completely free. Borough council asked Mr. Hess for more information. Ben Kafferlin, Warren County Commissioner, was present to help with input on ways ABM helped the county. ABM was able to bring millions of dollars' worth of upgrades to Warren County facilities without raising taxes. Mr. Kafferlin was impressed overall with ABM, stating “They helped with spending good money on bad assets.”
- **Splash Pad** - John Papalia and Callie Schwab, Revitalization of Youngsville, presented Borough council with the idea of installing a splash pad downtown. A 30 x 40 pad with sprinklers, and fountains that is easy access for kids. An estimated cost of \$62,000 for equipment not to include installation was proposed. There are no intentions of having an effect on the pool. Joining ROY was Miranda Collingwood, Kiwanis Club President. The Kiwanis Club has grants available and also have direct contacts with companies that create recreation areas like this. There is funding available up to \$50,000. ROY said their next step is to look into finances, and operating and maintenance costs. Mr. Brewster suggested the next meeting about the proposal should be with the recreation committee.
- **4<sup>th</sup> of July Holiday** - Mrs. Benedict was reading past minutes from 2017 and wanted to inquire about having Monday, July 3<sup>rd</sup> and Tuesday, July 4<sup>th</sup> off as it was approved in the past. Mr. Brewster stated that may have been a time where the Borough could not provide more monetarily so they were looking at other ways to reward employees. Councils concern was also if it was going to be every holiday occurrence where it fell this way. Having both days off was not granted.
- **Cemetery Loan** – Randy McKinney, President of the Youngsville Cemetery Association, was not aware that a second loan from Youngsville Borough was borrowed. When Lisa Hagberg was in charge of the Association, she borrowed \$5,000 in July 2020 which was paid back in December 2020. The second loan also borrowed by Mrs. Hagberg was taken out April 2021 which has not been paid back to the Borough. After brief discussion a motion was made to forgive the loan by Mr. Clawson, seconded by Mrs. Cowan, and unanimously carried. At budget season having a line item for a cemetery donation will be something we should consider. Mr. McKinney thanked the council and we returned a thanks to him and the volunteers for the up keep of the cemetery.
- **Card Reader** – Mrs. Wilcox has been researching different card readers and has found that the Square should suit are purposes. It is \$298.99. The customer fees for convenience automatically added and there are no additional bank fees to the Borough. Mr. Clawson brought up the point that we need to amend our fee resolution.
- **Stray Cat Ordinance** – There have been multiple complaints about feral cats with the Borough. Solicitor Tim Bevevino stated feeding the cats may be a violation of the nuisance ordinance. If it states that “anything

you as a body deem to be detrimental to the health, safety and welfare of the residents” that would be the solution to the problem. Mrs. Wilcox added she looked up many stray cat ordinances from other municipalities and a lot of them have a fine for people feeding stray cats.

- **Commercial Vehicle Ordinance** – This is in response to our visitors’, Mr. Shippee and The Rex’s concerns with the letter they received. It was noted that our ordinances and zoning are very outdated and need updated. Per Solicitor Tim Bevevino’s suggestion, this needs to be tabled and looked at through the Zoning Commission. A motion to rescind the letters that were sent was made by Mr. Clawson, seconded by Mr. Brewster and unanimously carried. Till a further decision is made both residents may resume to park the vehicles as they have been doing.
- **Ordinance 602, Street Ordinance** – A motion to approve Ordinance 602 which was the recommendations made by the street committee at the May council meeting was made by Mr. Clawson, seconded by Mr. Lake and unanimously carried.
- **PSAB Conference** - Mr. Clawson & Mr. Brewster attended the PSAB conference and gave a quick overview.

**Executive Session:** No executive session needed.

**Adjournment:** Motion to adjourn made by Mr. Lake seconded by Mr. Brewster, all in favor. Meeting adjourned at 6:20pm.

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Allie Benedict, Secretary