

Youngsville Borough Council
Regular Meeting – November 13, 2023
Youngsville Borough Municipal Building

Vice President Nicole Cowan called the meeting to order at 4:30 pm followed by the invocation and Pledge of Allegiance.

Present: Council Members: Richard Brewster, Nicole Cowan, Dustin Schwab (arrived at 4:45pm), Catrina Leamon, Todd Lake and Troy Clawson (via phone). Also attending were Borough Manager Wendy Wilcox, Borough Secretary Allie Benedict, DPW Foreman Mark Theuret, YPD Chief Todd Mineweaser, Solicitor Tim Bevevino and Junior Council Members Michael Carnahan and Madison Carnahan. Council Member Eric Mineweaser was absent.

Minutes: A motion to approve the Minutes of the regular council meeting on October 9, 2023 was made by Mr. Brewster, seconded by Mr. Clawson and unanimously carried. Also, a motion to approve the Minutes of the special meeting held on November 8, 2023 was made by Mr. Brewster, seconded by Mr. Clawson and unanimously carried

Recognition of Visitors:

Lynn Myers, 15 High Street, was seeking clarification of Ordinance 606 regarding the feeding of stray/feral cats and other animals. Solicitor Tim Bevevino noted that ordinances are public record and Ms. Myers should seek understandings from a private lawyer.

Terry Jane Chiaravalloti, 427 College Street, was seeking information regarding any ordinances for tidiness of properties in the Borough. Solicitor Tim Bevevino made Ms. Chiaravalloti aware that you cannot legislate aesthetics. Properties could be looked at to see if they could be interfering with the health and safety of neighbors which would go against the nuisance ordinance. Ms. Chiaravalloti expressed possible interest in taking a seat on the Zoning board.

Todd Steele, Emergycare, spoke later in the meeting regarding the Emergycare contract under unfinished business.

Kristy Wallace, Youngsville Library Librarian, representing the library. She mentioned they will be supporting the Red Sidewalk program.

Amendments to the Agenda: No amendments.

Correspondence:

- A Thanksgiving card from Mark J. Corey & Associates.
- A Thanksgiving card from all at Buffamante Whipple Buttafaro, along with a letter asking for donations to a food bank.
- A letter from Beacon Light asking for a donation for their Holiday Fun Drive.

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

Treasurer's Report: At the end of October 2023, there was a cash balance of \$1,784,685.77 in all funds.

Boards and Commissions:

- **Mayor** – No report.
- **Manager** –

- Heart & Soul attended the Senior Expo and obtained more stories. They set a goal to collect 50 stories about the what those in Youngsville would like to see, and what they like about Youngsville. They reached their goal and feel they have stories from all age groups. They will take all data and compile a report to determine the themes of the stories. Then they can move on to Phase III and develop statements using the data.
 - Youngsville Hometown Christmas will take place December 2nd from 4pm – 6pm. The Christmas committee is partnering with Heart & Soul. They are planning on having wagon rides, a parade, vendors and much more!
 - The ARPA funds need to be obligated by 12/31/2024 and depleted by 12/31/2026.
- **Zoning Board** – No report.
 - **Recreation Committee** -
 - They are still trying to coordinate a trip with John Papalia from ROY to check out the splash pad in Titusville, PA.
 - For the murals at BVSP they are waiting to be provided with drawings from the Tidioute Leadership class and art teacher. No timeline is set for this.
 - **Boards and Commissions** – Ms. Wilcox and Ms. Benedict asked for some clarification on filling the vacancies on our committees. We would like to start advertising the openings. Mr. Brewster said we need to reach out to Brokenstraw and Pittsfield townships about filling open seats on the rec committee.
 - **Jr. Council** – Madison Carnahan asked Mr. Theuret if he would support her in her gold project. She would like to place benches down at Island Park and engrave names for those with/who suffered from cancer and heart disease. Mr. Lake along with other council members congratulated both junior council members on their marching band season and impressive outcome!
 - **YPD** –
 - YPD received the platinum award from AAA finally after only receiving gold for the last 3 or 4 years. It is based on the difference you make in your community with the education you offer, stops made, DUI arrest, etc.
 - YPD will be participating in no shave November and December to support Shop with a Cop.
 - **YVFD** – No report.
 - **PWD**
 - The McGraw Street storm drain project is completed along with installing 2” water line at the Winery. Mr. Brewster asked Ms. Benedict for a breakout of cost for the McGraw storm drain project.
 - The jack hammer is back and working properly.
 - Leaf picking will end November 22nd.
 - The extra testing needed at the WWT has been completed and all results were sent to DEP. No determination has been received.
 - The motor on well 3 burnt up and a leak was detected in the pipe to the well. Book and Proch Well Drilling came to do the repairs and well 3 is now back up and running. \$23,580.00 was the cost of the repairs. Monies were taken from ARPA fund to pay for the project. It did not affect the water in anyway.
 - Starting November 29th the DEP will be here to do a water inspection.
 - The storm drain that crosses the intersection at Hull Hill is falling in. Brokenstraw township is going to work with Youngsville on getting it fixed.
 - PWD is working on getting BVSP winterized.
 - There is one plow truck ready to go.
 - They started taking the banners down and will put up the Christmas decorations while they have the bucket truck.
 - Wednesday, November 15th at 9:00am Mark and Wendy will be meeting with an engineer from Deiss & Halmi. Council may also join.

- **COG/McWAPEC**
 - No report for McWAPEC.
 - During the last COG meeting there was a presentation from Mary Bula with Smart Street. They are hoping to provide education to high school students to educate them on different professions in the area. They were asking for the help of local townships and boroughs to send them a list of local employers who may be interested in participating.
 - COG wrote a letter of support for Senate Bill 501 which allows the creation of Authorities for EMS services.

Motion to accept the October bills for payment made by Mrs. Leamon, seconded by Mr. Brewster and unanimously carried by voice vote.

November 2023 Expenses:

| | | | |
|------------------------------|-----------|---------------------------|-----------|
| A.R. Beatty Diesel | 9,025.78 | Alexandra Benedict | 60.06 |
| Anderson Cleaners | 52.00 | Angie Highhouse | 210.00 |
| AT&T | 113.19 | Barbara Young | 689.47 |
| Barnhart Davis | 218.33 | Benjamin Leach | 633.84 |
| Book & Proch Well | 23,711.05 | Catering Plus | 519.40 |
| Cintas | 161.20 | Companion Life | 786.32 |
| Conewango Township | 247.50 | CR Turner Enterprises | 420.00 |
| Dearborn Life | 384.57 | Definiti | 2,410.91 |
| EagleZip | 192.94 | EmergyCare Education | 66.00 |
| Erika Grubbs | 292.50 | Glenn O. Hawbaker | 1,033.42 |
| Greenman-Pedersen | 2,015.00 | IT Telecom | 155.42 |
| ITU, Inc. | 258.98 | James B. Schwab | 162.17 |
| Jamestown Macadam | 615.05 | L/B Water | 14,893.31 |
| Lyons Electric | 4,280.00 | Mark Theuret | 250.00 |
| Melzer's | 1,689.15 | Mineweaser, Todd | 835.85 |
| National Fuel | 979.47 | National Printing | 389.10 |
| Nationwide | 550.00 | Northwest VISA | 1,617.98 |
| Northwest Bank | 12,050.70 | NWPCPA | 15.00 |
| Old Dominion Brush | 162.39 | PACE | 1,260.00 |
| Penelec | 8,465.30 | Pennsylvania One Call | 1.50 |
| PA Water Environment Assoc. | 60.00 | Pitney Bowes | 1,007.00 |
| PSAB | 140.00 | Ron Carrington | 150.00 |
| S& D Calibration | 96.00 | Sam's Club | 126.16 |
| Sharon Wagner | 292.50 | Steppin Out | 120.00 |
| Strate Welding Supply | 40.56 | Swanson, Bevevino & Sharp | 1,500.00 |
| Techsulere | 250.00 | The Meter Guy | 325.00 |
| Tops Markets | 55.97 | Tritech Software Systems | 1,856.08 |
| Troy Clawson | 633.35 | Twenty5 Supply | 739.20 |
| U.S. Bank | 93.00 | United Refining | 1322.34 |
| UPMC | 14,541.89 | USA Blue Book | 274.40 |
| Verizon Wireless | 211.10 | WCCBI | 350.00 |
| Warren Tax Collectors Assoc. | 15.00 | Warren Treasurer | 125.00 |
| Waste Treatment | 6,661.16 | Wendy Wilcox | 32.49 |
| WestPA | 84.44 | Warren YMCA | 546.00 |
| Youngsville Hardware | 211.12 | Zito | 150.00 |

TOTAL NOVEMBER EXPENSES - \$123,523.49

Old Business:

- **ABM Building & Energy Solutions** – The ABM presentation will be presented at a later date due to technical difficulties.
- **EmergyCare Contract** – Todd Steele with EmergyCare provided Ms. Wilcox with a proposal to provide the Borough with coverage Monday through Friday, 5am – 5pm due to shortage of ambulance and volunteer coverage. The contract will provide two ambulances that will be kept in Warren County for emergencies and local interfacility transports. Costs are calculated from average monthly volumes from the previous year. EmergyCare is not partnered with the commission, they contract with the individual townships and boroughs. The proposal was tabled for discussion and will be voted on in December.
- **EMS Commission** – Mr. Clawson proposes that the Borough joins the EMS Commission. By joining, it does not make us obligated to any funding or fees. The commission will allow us to be on the fore front for what is coming with the shortage of volunteers. As a Borough we need to provide services for our residents whether we make or lose money. The commissions purpose is to get all of the municipalities together to come up with a solution to the shortages as a county. A roll count vote was requested to have the Borough join the EMS Commission; vote carried 6 to 0.
Rick Brewster – Yes
Dustin Schwab – Yes
Nicole Cowan – Yes
Catrina Leamon – Yes
Todd Lake – Yes
Troy Clawson – Yes
- **EMS Commission Delegates** – A motion was made by Todd Lake, seconded by Rick Brewster and unanimously carried that Troy Clawson is the delegate for the EMS commission and Todd Lake is the alternate. YVFD delegates are to be determined.

New Business:

- **Community Service Award** – The Borough received five submissions for the Community Service Award. All letters were read and paper ballots were collected.
 - **John Steffan and Jack Wood** – Two father's who saw a need and constructed the ball field on Division Street with the Borough help and permission.
 - **Ellie Dunn** – Ellie was nominated for her participation and support in the community throughout the years. She is very active in her church, ROY, Brokenstraw Valley Fund, Library Board, etc.
 - **Mark Shaffer** – Mr. Shaffer was nominated for serving as an outstanding EMT with YVFD and protecting the community.
 - **Julie Eckstrom, Stacey Cratty and Paula Dunn** – This group is being nominated for taking the initiative to start a TNR program in Youngsville.
 - **Randy McKinney** – Mr. McKinney was nominated as president of the Youngsville Cemetery Association. Mr. McKinney has put his heart and soul into the cemetery and has organized volunteers to continue to maintain the cemetery in excellent condition.Votes were tallied and Randy McKinney won with unanimous decision! A formal award will be presented to Mr. McKinney at the December meeting.
- **Streetscape Funds/PLGIT** – After discussion at October's meeting it was asked of Ms. Benedict to do some research on moving our Streetscape Funds over to another type of account or bank that would accrue more interest. Ms. Benedict noted that our current account with PLGIT is a class account which is fully liquid and has unlimited deposits and withdrawals available. Our current interest rate for the account is 5.16 %. Presently our Streetscape Funds are in a checking account at Northwest with an interest rate of only 0.05%. PLGIT has no service fees and we could move

all funds over to PLGIT but would need to keep a local account open for cash and then transferred to PLGIT through ACH. Any check deposits can be done remotely. A motion to move our current PLGIT account and our Streetscape funds over to a PLGIT Prime account with a current interest rate of 5.52% was made by Mr. Brewster, seconded by Mr. Lake and unanimously carried.

- **Grants** – Ms. Wilcox wanted to keep council up to date with the grants that were agreed upon and passed by resolution at the special meeting on November 8th.
 - She applied for the Multimodal grant through PennDOT for Phase II of Streetscape. It's the Borough's 4th time applying.
 - Ms. Wilcox is working on applying for the Rural Community Development Grant through the USDA for the purchase of the new F-550 work truck. The Borough previously received this grant for the purchase of a police car and the dump truck. \$50,000 is available for us to receive if granted. USDA reached out to Ms. Wilcox with questions and has yet to receive a response back.
 - The Local Share Account Statewide grant will be used for the reservoir leak and upgrades. The application is due at the end of the month. Ms. Wilcox is awaiting support letters for local officials. A letter was also submitted to the County commissioners requesting funds to cover the cost.
- **Fall PSAB Conference** - Mr. Clawson attended the Fall PSAB Conference in October.
 - With the Borough seeking a new engineer he did seek out a possibility who was a vendor.
 - Information on Art in the Communities was given to Ms. Wilcox as possible grant monies towards the mural being done at BVSP.
 - He attended a presentation about short term rentals and thinks we should hold discussion at a future meeting on the topic.
 - Indiana Borough did a police presentation on the two dogs that they recently acquired without the use of their municipality's monies. One is a police therapy dog that not only helps boost morale the staff but also the community. If anyone in YPD would like to take on the responsibility of being a dog handler for a therapy dog, Indiana Borough is willing to help out with the process.

Executive Session: Council went into executive session at 5:57pm and returned at 6:20pm.

Adjournment: A motion to adjourn was made by Mrs. Leamon, seconded by Mr. Schwab and unanimously carried at 6:21pm.

Allie Benedict, Secretary