

**Youngsville Borough Council**  
**Regular Meeting – April 9, 2024**  
**Youngsville Borough Municipal Building**

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

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

**Minutes:** A motion to approve the minutes of the regular council meeting on March 11, 2024, made by Mr. Mineweaser, seconded by Mr. Brewster and unanimously carried.

**Recognition of Visitors:**

John Papalia, ROY President, announced that they have finalized the purchasing of 118 East Main Street, the former Fairmont. The purchase completes Phase I of developing the lot into a green space. Phase II has begun with securing a few quotes for the asbestos removal and demolition of the building. Awaiting firm numbers, Mr. Papalia believes the asbestos removal will be \$16,000 - \$18,000 and demolition will cost roughly \$50,000. ROY would like to work with the Borough throughout the phases and has requested financial assistance from the Borough. Ms. Wilcox and Council all agree that it would be an investment to the community if the Borough were able to provide funds to help with the development.

Sue Uhron, 317 High Street, representing the Youngsville Public Library board.

Kristy Wallace, Youngsville Public Library Director,

- The YPL Library Board, Friends of the YPL and staff will be hosting a “Thank You Luncheon” on April 16<sup>th</sup> at 11:30am for the Borough staff and council members to show their appreciation for the support and partnership they receive from the Borough.
- The YPL put on an “Eclipse Mania” where they provided glasses, activities and informational packets to more than 150 people.
- The five independent libraries in the county are working on funding through County Coordination grant/budget dollars to provide one charging station on-site at each library. All libraries offer 24/7 wi-fi and they thought it was important to provide patrons and residents with charging stations. The charging stations come in two forms, a bench or kiosk, which both are solar options. The charging stations will be accessible to all county residents. YPL will be installing a bench near the front entry of the building.
- Ms. Wallace gave a shout out to DPW Foreman, Mark Theuret, for all of his hard work with the Second Street property.

Donald Bower, 172 Bates Street, inquired about some properties around the Borough, Lonnie’s, PNC Bank and IOOF apartments. Council addressed him as to what they know. Mr. Bower also wanted an update to the Bates Street parking issue and was made aware that the parking policy remains the same. YPD Chief Mineweaser noted they leave vehicles alone unless a complaint has been made or during school events. Mr. Bauer made a complaint about individuals dumpster diving and throwing trash out at Dollar General and Family Dollar. Both properties are considered private and a complaint will need to be filed by the stores with YPD before any action can be taken. He also made council aware that the crosswalk in front of the Restore is being parked on because it used to be a parking spot, this is something YPD will keep an eye on.

**Amendment to the Agenda:** Youngsville YMCA requests will be added under new business per Mr. Mineweaser.

**Correspondence:**

- Warren County high school robotics team will be competing in the VEX 2024 World Championships in Dallas, Texas and are asking for sponsorship.
- The April McWaPEC meeting will be held on April 25<sup>th</sup> at 5:30pm in Emporium for any who may be interested in attending. Reservations need to be made by April 15<sup>th</sup>.

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

**Reports -**

**Secretary/Treasurer's Report -**

- At the end of March there was a balance of \$2,286,792.26 in all accounts.
- Ms. Benedict wanted council to be aware that for line item 410.250, Equipment Main/Software Police, we are 93% over budget already. There has been an invoicing error with Motorola which will result in a \$14,544.00 refund from them. We were invoiced for two years of storage which should have been included in the original quote.

**Mayor** – Thanked council members and commended the band for the outstanding job and presence they made in Ireland.

**Manger** –

- We received reimbursement of \$18,000.00 from Green Light Go for the installation of the traffic camera on Route 6.
- A donation from Luvison Brothers was received for the ballfield.
- Brokenstraw Township also made their donation to the pool this year in the amount of \$1,500.00.
- Events that are coming up in the Borough...
  - May 31<sup>st</sup> – June 1<sup>st</sup>, Kam's Logging has been working on organizing a Ribfest. We have not received final word if they will be having the event for sure.
  - July 11<sup>th</sup>, Brokenstraw Winery will host Micro-Wrestling All Stars.
  - July 19<sup>th</sup> – 20<sup>th</sup>, Kam's Cruise-In
  - September 19<sup>th</sup> – ROY is sponsoring a Wine Walk to take place down on the bike/hike trail.
- Ms. Wilcox has been working on updating the employee handbook and hopes to have it ready for review by the next meeting.
- There will be a Heart & Soul training next week to help us turn the data collected into statements and then from the statements an action plan can be created.
- The PennDOT Multimodal should be awarded in May or June. The DCED Multimodal is due in July.

**REC Commission** –

- Kiwanis Club of Warren County have sponsored the Learn to Swim program at BVSP in the amount of \$3,000.00. Mr. Brewster will be attending a luncheon and presentation next Wednesday, April 17<sup>th</sup>.
- April 6<sup>th</sup> was the Night at the Races which was very successful, largest crowd they ever had. A profit of roughly \$4,100.00 was made.
- Rec is still working with Tidioute Charter on a mural for BVSP. They are going to focus on the main entrance first.

#### **YPD –**

- Paws Along the River has a new director. Chief Mineweaser is going to set up a meeting to go over protocols and possibly schedule future trainings with her.
- The black SUV is still at O'Brien's for a transmission flush and inspection.
- Chief Mineweaser has made a recommendation to council about adopting a new ordinance on marijuana usage in the Borough. Officers are spending a lot of time on these types of cases and they end up being dismissed or dropped to a different charge. If it is something that could be kept at a lower level it would be time and cost efficient. It would help keep marijuana out of the parks, and off the streets if and when it becomes legalized. Two ordinance examples were provided in the council packet. Mayor Nelson recommended that Chief Mineweaser and Mrs. Wilcox come up with something to present at the next meeting.
- Chief Mineweaser is going to work with adult probation and try to get some community service crews to help clean up Youngsville along Route 6. After a weekend full of traffic stops, he could not believe the amount of trash along Route 6.

#### **YVFD –**

- Ms. Wilcox made council aware about a dishwasher leak in the kitchen at YVFD. The damage was submitted to our insurance as a claim. Chief Edminsten has been working with the agent on the details. They were trying to determine if the equipment would be covered along with the floor. Chief Edminsten said they will pay the \$1,000 deductible.
- An agreement signed in 2010 was found between the Borough and YVFD that was drafted by Solicitor Bevevino. A meeting will be held in the future to go over details further as Chief Edminsten was not aware of the agreement.

#### **PWD –**

- The leak detection has been postponed until later this summer. The technician has experienced a medical emergency.
- The leak at the reservoir has been found. Mr. Theuret has ordered the supplies to repair the leak. The repair cost is significantly lower than what was budgeted. It is still being determined if the DEP permit will need to be amended due to the repairs. In the near future a 10 year plan needs to be discussed about replacing the reservoir.
- May 6<sup>th</sup> – 10<sup>th</sup> the street sweeper will be here.
- The F-550 is at the dealer and will be going to US Municipal for the upfit. Mr. Theuret & Mrs. Wilcox will have to go down to sign papers for the purchase. We were approved for \$50,000 grant through USDA to go towards the purchase.
- There have been no updates from PennDOT regarding fixing the flooding and issues through town after the recent paving project. PennDOT is trying to come up with a solution but are not keeping Mr. Theuret in the loop.
- Preparing for the opening of BVSP has been started. The next steps will be installing the new pump and painting.
- The military banners will go up later this month.
- The LCCR inventory is started but off to a slow start. Once PWD gets into a rhythm of how they want to approach the inventory and designate roles it should go smoother.
- Mr. Theuret would like to put a bid out for seal coating. Brokenstraw Township's road inspection is scheduled for the 10<sup>th</sup>, so he is waiting to see if they would like to bid with us.
- Spring cleanup is scheduled for May 11<sup>th</sup>. All containers have been ordered.

**Motion to accept the March bills for payment** made by Mr. Mineweaser, seconded by Mr. Brewster and unanimously carried by voice vote.

## April 2024 Expenses:

Alexandra Benedict	729.34	AmTrust	5,811.00
Anderson Cleaners	61.30	Angie Highhouse	195.00
AT&T Mobility	113.19	Barbara Young	225.00
Barber's Chemicals	966.60	Barnhart-Davis	512.26
Bower's Liberty Safes	180.00	Carter Lumber	289.74
Cintas	165.80	Clement Motors	508.79
Commonwealth of PA	2164.00	Companion Life	718.63
Dearborn Life Insurance	401.87	Definiti	2,801.13
DEP	120.00	EagleZip	96.47
Emergycare	1,035.00	Emporium Borough	50.00
Erie Insurance	148.00	Erika Grubbs	225.00
IT Telecom	152.89	ITU, Inc	451.01
James B Schwab	146.38	Jamestown Macadam	214.25
L/B Water	57,069.35	Lowe's	1,622.24
Melzer's Fuel	1,082.27	Mineweaser, Todd	25.00
National Fuel	1,446.00	Nationwide	275.00
Northwest VISA	3,632.32	Northwest	12,050.70
PACE	2,469.10	Penelec	9,911.46
PA One Call	0.50	Pittsburgh Public Supply	962.57
Precision Laser & Instruments	1,000.00	PSAB UC Plan	2,898.27
S&D Calibration	336.00	Sam's Club	65.24
Sargent's Court Reporting	125.00	Sharon Wagner	225.00
Strate Welding Supply	47.32	Swanson, Bevevino	1,003.00
Techsulere	250.00	Tri-State Blairsville	56,474.00
U.S. Bank	93.00	U.S. Municipal	612.24
Uniform Outfitters	25.00	United Refining	847.39
UPMC Health	14,575.33	USA Blue Book	674.96
Verizon Wireless	212.50	VBA	99.23
Waste Treatment	5,297.68	Wendy Wilcox	57.30
WestPA	84.44	Youngsville Hardware	63.98
Zito Media	150.00		

**TOTAL APRIL EXPENSES: \$ 194,246.04**

### **Old Business:**

- **PTO Agreement** – The part-time police officer agreement has been finalized. The Borough is offering \$15,000 life insurance to the part-time officers for a minimal monthly cost to the Borough. A motion to accept the agreement as is written was made by Mr. Brewster, seconded by Mrs. Cowan and unanimously carried.
- **Codification Update** – The codification updates are still progressing. It has been a learning experience to all involved. There will be meetings held the 15<sup>th</sup>, 22<sup>nd</sup> and 29<sup>th</sup> at 4:30pm here at the Borough building.

### **New Business:**

- **YMCA Requests** – Mr. Mineweaser was approached by a YMCA employee, making some requests...
  - If PWD could lay some gravel in the parking lot and road going into the YMCA. It is the responsibility of the Borough to maintain the road and parking lot. Mr. Theuret will put it on the schedule.
  - The door at the entry is becoming rusty. It is requested that it be replaced with a new door and one that has a window.

- There are some old kitchen supplies left from the Grange. The director is wondering if those could be sold to benefit the YMCA. It was requested to see if the Grange still exist before a decision is made.
- **PSAB Delegates** – Voting delegates need to be selected for the PSAB conference. A motion to make Mr. Clawson as the primary and Mrs. Wilcox as the alternate was made by Mr. Mineweaser, seconded by Mrs. Cowan and unanimously carried.

**Executive Session:** No executive session.

**Adjournment:** A motion to adjourn was made at 5:32pm by Mr. Mineweaser, seconded by Mrs. Cowan and unanimously carried.

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Allie Benedict, Secretary