

Youngsville Borough Council
Regular Meeting – August 12, 2024
Youngsville Borough Municipal Building

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

Present: Council Members: Rick Brewster, Eric Mineweaser (left at 5:30 pm) Dustin Schwab, Nicole Cowan, and Troy Clawson. Also attending were Borough Manager Wendy Wilcox, Borough Secretary Allie Benedict, Solicitor Tim Bevevino, PWD Stacey Cratty, Chief Mineweaser and Junior Council Member Michael Carnahan. Absent were Council Member, Catrina Leamon.

Minutes: A motion to approve the minutes of the regular council meeting on July 8, 2024 was made by Mr. Brewster, seconded by Mr. Mineweaser and unanimously carried.

Recognition of Visitors:

Kristin Fehlman, 493 Hillside Drive, attended the meeting on behalf of the owners of 7 East Main Street, The Factory Bar and Grill. The adjacent property to The Factory is currently the business parking lot. After obtaining approval through PennDOT to make an entrance to the lot off of East Main they were asking the Borough permission as it would require the removal/moving of three parking spaces along East Main Street. There is an existing curb cut and a couple signs would need to be moved. A motion to remove/move three parking spaces to allow The Factory Bar and Grill to have access to their parking lot off of East Main Street was made by Mr. Brewster, seconded by Mr. Clawson and unanimously carried.

Kristy Wallace, YPL Director, gave a recap of her time spent reading at the Warren County Fair and to notify the council of the planned monthly job fair that the Library will be hosting. Last month was the first time they hosted and they had 33 participants. A thank you was given to both parties, YPL and Mrs. Wallace as well as the Borough.

James Farr, 301 East Main Street, expressed how nice Huey's and The Factory Bar and Grill looks as well as the landscaping as you come into the Borough from the east end of town.

Spencer Duffee, Warren, PA, was inquiring about the status of the 2013 Ford SUV Police Interceptor. He was made aware that the vehicle was voted to be put on MunicibiBid and that we can notify him when it is posted and he can bid on it that way.

Terry Jane Chiaravalloti, 427 College Street, had complaints about 310 and 500 East Main Street. 310 East Main Street will be tore down by the owners in the near future. 500 East Main Street will be dealt with upon ordinance review.

Amendment to the Agenda: Council appointment was moved before Correspondence due to Mr. Mineweaser having to leave early.

Council Appointment: Council voted by ballot and by majority vote, Sharon Sveda was appointed as a new member of Council to replace Mr. Todd Lake. Ms. Sveda's term will run until December 31, 2025.

Correspondence:

- The 2024 Fall PSAB Conference will be held October 11th – 13th in Lancaster for any who is interested. Mr. Clawson won a free conference registration if anyone would like to use it.

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

Reports -

Secretary/Treasurer's Report -

- At the end of May there was a balance of \$2,246,810.13 in all accounts.
- A total of \$32,155.28 was received for the Borough's surplus equipment that was bid out in July.
- Mr. Mineweaser requested a financial report for BVSP next month for the

Manger –

- A number of events have taken place within the Borough recently, Ribfest, Kam's Cruise-In, and Micro Allstar Wrestling. The events went well and brought a lot of people into town. The invoices for police coverage during these events are still outstanding. Ms. Benedict will re-send the invoices. Mr. Mineweaser made a motion to obtain payment of any event fees upfront before the event takes place, seconded by Mr. Clawson and unanimously carried.

Rec Commission –

- The 2024 BVSP season went well. Mr. Brewster stated after talking with PWD Forman Mark Theuret, Mr. Theuret believes it has been the best season in quite a while. The pool will be drained after the Doggie Dip which will be hosted on Thursday, August 15th.

YPD –

- Solicitor Tim Bevevino has reviewed the marijuana ordinance and said no revisions are needed. Chief Mineweaser provided council with a copy of the ordinance. If passed the ordinance will be time and cost effective to YPD along with keeping our community safer. If council agrees to the ordinance it will need to be advertised for ten days and passed at the September meeting.
- Chief Mineweaser made a recommendation that all Borough property be posted with "No Trespassing after 10:00pm" signs due to the State of Emergency in Jamestown involving the Homeless Camps.
- The overtime line item for YPD will be over this year due to police coverage during events.
- YPD has received a grant from Seneca Generation for their new tasers totaling \$8,834.72. Monies from capital reserve were not needed.

YVFD –

- Chief Edminsten has asked the Borough for permission to do a controlled burn to be for training at 12 Bates Street Extension. He has been working with the state instructors on the permitting. A motion to give permission to Chief Edminsten and YVFD was made by Mr. Mineweaser, seconded by Mr. Brewster and unanimously carried. The burn would take place late September.

PWD –

- No new information on when the new Ford F-550 will be arriving.
- Mr. Cratty scheduled a vac truck to clean one of the tanks out at WWT on September 18th.
- PWD is in the process of installing all the new auto read meters. Cycle 1 is almost completed.
- LLCR is in progress. They are trying to gather as much data as they can while installing the new meters.
- PWD will drain BVSP after the doggie dip to assess the new epoxy they used and any other damages.
- With the recent heavy rains there has been a couple of troubled areas in town due to the paving that was done on the Main Streets. PWD Foreman, Mr. Theuret, has reached out to PennDOT with no success in fixing the issues. It was recommended that Mrs. Wilcox invite the new PennDOT

district manager for Warren County to a meeting and tour of town to go over the issues to see what we can get resolved.

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

August 2024 Expenses:

A.R. Beatty	213.62	Alexandra Benedict	50.00
AmTrust	8,919.00	Anderson Cleaners	79.25
Aspirant Consulting	23,500.00	AT&T	113.19
Axon Enterprises	3,804.07	Barbara Young	225.00
Barber's Chemicals	842.85	Barnhart-Davis	300.78
Bob's Garage	56.60	Bryan, Lee	1,000.00
Burrell Enterprises Inc	164.90	Cintas	168.00
City of Warren	1,200.00	Clement Motors	217.44
Dearborn Life Insurance	423.47	Definiti	2,983.36
EagleZip	96.74	Edwards Chainsaws	711.97
Emergycare	1,035.00	Erie Insurance	193.00
Erika Grubbs	217.50	Frantz & Russell	359.60
Geiger Electric	255.00	Howe's True Value	424.98
IT Telecom	152.33	ITU, Inc	200.94
Kinzua Environmental Inc	1,414.26	L/B Water	4,889.40
Melzer's Fuel	1,015.77	Michelle Johnson	203.80
National Fuel	1,076.75	Nationwide	250.00
Niemeyer, Cindy	55.00	Northwest VISA	1,022.02
Northwest	17,934.40	PA Rural Water	441.00
PACE	2,148.30	Penelec	9,273.98
PA One Call	.50	Pitney Bowes	254.97
Pittsburgh Public Safety	154.95	S&D Calibration	96.00
Sharon Wagner	300.00	Steve's Fire & Safety	70.00
Strate Welding Supply	526.69	Sullivan Environmental Tech.	1,194.94
Swanson, Bevevino	750.00	Techsulere	250.00
Tops Market	17.27	Treatment Specialties	423.00
UBEO Services	15.00	UBEO LLC	252.91
United Refining	1,510.88	UPMC Health	13,719.21
USA Blue Book	588.94	Verizon Wireless	221.57
Vision Benefit	89.92	Warren County Assessment	347.59
Waste Treatment	7,395.85	Wendy Wilcox	30.00
WestPA	84.44	Youngsville Hardware	370.69
Zito	150.00		

TOTAL AUGUST EXPENSES: \$ 116,448.59

Old Business:

- **City of Warren Contract** – Mike Holtz and Chief Dave Krogler from Warren City came to the meeting to further discuss the contract that is being required by Warren City to answer calls within the Borough as a secondary EMS service. They provided Council with a packet of information that included a breakdown of their cost per each type of call along with a copy of the general agreement that many other municipalities have signed. After a detailed explanation and many questions Mr. Clawson made a motion to sign the contract with Warren City and to pay the past four invoices at the agreed \$300 rate per call totaling \$1,200.00 upon solicitor review of the agreement. The motion was seconded by Mr. Schwab and a roll call vote was requested, Mr. Brewster – Yes, Mrs. Cowan – Yes, Mr. Schwab – Yes, Mr. Clawson – Yes.
- **ABM** – John Ferragonio and the ABM team met with Council Members, PWD and Mrs. Wilcox to discuss details of two major projects the upgrade to the sewer treatment plant and water system. ABM will be moving forward with gathering more pertinent data along with scheduling meetings

with Pennvest to talk about possible financial routes. ABM will be providing preliminary cost in October for budget purposes.

- **Software Upgrade** – We are now considering two different software companies gWorks, and Edmunds. Both offer services that will eliminate other software we use and integrate them all into one system. IT has stated both run off of the same cloud-based platform which offers more security. Both offer comparable packages, however gWorks was a much lower cost than the Edmunds. Implantation could start in November with no cost to us until 2025.

New Business:

- **Budget Item Overage** – Currently two of our PWD employees are going through training to obtain their CDL license. If they pass the online permit portion than they will be attending a week long class. The cost will be around \$4,600.00 per employee which will put us over in our training line items. Both employees will sign an agreement stating they will have to stay on board with the Borough so many years or they will be required to pay the fee back. The question on whether or not they will be responsible to paying back the fee if they fail was left on the table and to be determined. A motion to allow the training line items to go over budget, not to exceed \$10,000.00 was made by Mr. Brewster, seconded by Mr. Clawson and unanimously carried.
- **PennDOT Issues** – Discussed under PWD reports.
- **Budget Meeting Dates** – Ms. Wilcox discussed with Council which days of the week and times work best for budget meetings so they can be scheduled and advertised.
- **New and Expanded Businesses** – The Borough has new businesses and improving businesses in town. Ms. Wilcox would like to do some kind of recognition for these businesses, new and old.

Executive Session: Council went into executive session at 4:49 pm and came out at 4:54 pm. Council went back into executive session at 6:07 pm and returned at 6:15 pm.

Adjournment: A motion to adjourn was made at 6:15 pm by Mrs. Cowan, seconded by Mr. Clawson and unanimously carried.

Allie Benedict, Secretary