

Youngsville Borough Council
Regular Meeting – October 14, 2024
Youngsville Borough Municipal Building

Vice President Troy Clawson 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: Eric Mineweaser, Nicole Cowan, Dustin Schwab, Catrina Leamon, Sharey Sveda and Troy Clawson. Also attending were Borough Manager Wendy Wilcox, Borough Secretary Allie Benedict, PWD Foreman Mark Theuret, Mayor Scott Nelson (arrived at 4:45pm) and Junior Council Member Michael Carnahan. Absent were Council member Rick Brewster and Solicitor Tim Bevevino.

Minutes: A motion to approve the minutes of the regular council meeting on September 14, 2024 was made by Mrs. Leamon, seconded by Mr. Mineweaser and unanimously carried.

Recognition of Visitors:

Terry Jane Chiaravalloti, 427 College Street, attended the meeting to inquire about updates on The Fairmont, Lonnie's and Pellegrino's. She was made aware that there are no updates for Pellegrino's and Mrs. Wilcox will provide updates for the other two properties in her report. Ms. Chiaravalloti also wanted clarification on Warren Worx and where the Borough stands with the organization financially. It was stated the Borough has no intention to contribute funds to Warren Worx.

Amendment to the Agenda: None.

Correspondence:

- Chief Mineweaser received a thank you card for attending the Tidioute Fishing Tournament parade.
- WCCBI's Celebration of Excellence Gala will be held at Cable Hollow Golf Course on October 24th starting at 5:00pm for those who may be interested.
- The 2024 Senior Expo will take place Friday, October 25th at the Warren YMCA from 9:00am – 1:00pm.
- Community Foundation of Warren County sent out a 2023 Report to the Community.
- The Warren County Municipal Mitigation Strategy Planning will hold a meeting on Wednesday, November 6th. The meetings will take place at 10:00am and 3:00pm both at Youngsville Borough and Mead Township buildings.

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

Reports -

Secretary/Treasurer - At the end of September there was a balance of \$2,176,380.99 in all accounts.

Manager –

- The Council meeting for November will be held on the 12th due to Veteran's day being on the 11th.
- The Borough donated candy to the YVFD for their Halloween party.
- There are raffle tickets available to benefit Hometown Christmas along with donation jars placed throughout the Borough. The Hometown Christmas will be held on December 7th starting with the parade at 4pm.

- The Fairmont will tentatively be down before Thanksgiving. ROY is waiting to see what determination will be made with Lonnie's property for a potential cost savings.

Boards and Commissions – PWD has been working on fixing up the Division Street ballfield to prevent flooding. The Warren County Little League is requesting help from the Borough in writing a letter to the American Legion with the request of a sponsorship to help renovate the dugout. Junior Council member, Michael Carnahan was going to mention the project as a potential service project for the Boy Scout's to see if it would be something they would be interested in doing.

PWD –

- The sewer line extension and water line service has been installed on Hillside.
- Cycle 1 auto read meters were read and about 90% of reads were obtained. They are still working on some issues.
- PWD's, Highhouse and Glasgow both passed their CDL permit class. Highhouse will be attending class for her license October 14th – 18th and Glasgow October 28th – November 1st.
- WWT's Tank 1 was out of service for cleaning and repairs. It is ready to go back in service. ABM took advantage of the tank being out of service to inspect and obtain specifications for future capital projects. They also completed a 3D model of the Borough's water reservoir.
- Spray foam installation has been completed on the UV building at the WWT.
- The Warren County Conservation District and DCNR approached the Borough about planting a Pollinator Meadow down by the WWT along the bike/hike trail. There is no money available, but if enough interest more money will be made available. They would like to install signage to explain what it is. PWD would be responsible for maintenance which would be mowing along the edges. There was no objection from Council.
- BVSP will be winterized as the weather get colder.
- Cold patching, crack sealing and black topping will take place in the next couple weeks if the weather permits.
- There has been no response/word on the delivery of the new truck.

Motion to accept the September bills for payment made by Mrs. Leamon, seconded by Mrs. Cowan and unanimously carried by voice vote. Mr. Schwab abstained from voting.

October 2024 Expenses:

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|-------------------------|-----------|---------------------------|----------|
| A.R. Beatty | 2,441.26 | Alexandra Benedict | 130.00 |
| AmTrust | 7,194.00 | Anderson Cleaners | 50.30 |
| Angie Highhouse | 335.00 | AT&T | 113.19 |
| Barbara Young | 1,125.00 | Barber's Chemicals | 516.90 |
| Barnhart-Davis | 63.08 | Benjamin Leach | 233.59 |
| Burrell Enterprises | 56.50 | Cintas | 207.86 |
| Clement Motors | 70.26 | CNB Wagner Enterprise | 4,500.00 |
| Companion Life | 1,385.50 | CUSI | 2,000.00 |
| Dearborn Life Insurance | 422.32 | Definiti | 2,125.73 |
| EagleZip | 97.09 | Emergycare | 1,035.00 |
| Erika Grubbs | 127.50 | G&S Safety | 268.51 |
| Glenn O. Hawbaker | 725.96 | Green Insulation Services | 3,200.00 |
| Howe's True Value | 8.89 | Insight Technology | 295.00 |
| IT Telecom | 153.67 | ITU, Inc | 244.64 |
| Jamestown Macadam | 367.08 | Kimball Midwest | 175.48 |
| L/B Water | 10,166.55 | Lowes | 384.76 |

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|---------------------------------|-----------|-----------------------|----------|
| Melzer's | 942.00 | Mineweaser, Todd | 248.78 |
| National Fuel | 1,364.13 | Nationwide | 275.00 |
| Northwest – VISA | 2,928.21 | Northwest Loans | 9,108.85 |
| NWPCPA | 15.00 | PSAB | 340.00 |
| PACE | 1,539.40 | Penelec | 8,467.09 |
| Pittsburgh Public Safety Supply | 230.97 | S&D Calibration | 96.00 |
| Sam's Club | 48.94 | Sharon Wagner | 127.50 |
| Stephenson Equipment | 750.00 | Steppin Out | 136.00 |
| Strate Welding Supply | 67.50 | Swanson, Bevevino | 750.00 |
| Techsulere | 1,708.00 | Troy Clawson | 441.18 |
| Twenty5 Supply | 81.21 | UBEO Services | 204.59 |
| Ubeo LLC | 151.24 | United Refining | 1,238.52 |
| UPMC Health | 15,466.47 | USA Blue Book | 365.60 |
| Verizon Wireless | 212.80 | Vision Benefits | 95.43 |
| Warren County Treasurer | 125.00 | Warren Midtown Motors | 110.00 |
| Waste Treatment | 6,225.13 | Wendy Wilcox | 160.16 |
| WestPA | 84.44 | Witmer Public Safety | 490.72 |
| YMCA | 600.00 | Youngsville Hardware | 105.28 |
| Zito | 150.00 | | |

TOTAL OCTOBER EXPENSES: \$95,671.76

Old Business:

- **Heart & Soul Update** – Barb Young, Heart & Soul Director, gave a presentation to update Council on the program and where they stand. The goal of Heart & Soul is to have the program completed in December when the grant ends. In 2021 the gathering of information started. Heart & Soul has held events along with attending many events to collect data from as many demographics as they could. Over 700 points of data was collected. Four themes emerged; business commerce, community, events and recreation/nature. From the themes, value statements were created. Phase III is in progress which is the final stage of the program, creating the action plan. Heart & Soul is hoping to have a draft of the action plan at the Christmas Walk which is being held December 7th.
- **Resolution 7-2024 TAWC Match** – This is the Borough's annual donation to the Transit Authority in the amount of \$1,500.00 for 2025. A motion to accept Resolution 7-2024 was made by Mr. Clawson, seconded by Mrs. Leamon and unanimously carried.
- **ABM** – John Ferragonio, ABM, called in to give updates to the Council. ABM was trying to push for an October submission for a Pennvest loan for the capital water project but due to DEP permitting the deadline will not be met. The next step would be to submit an application in February for both the water and waste water projects. Pennvest offers a loan at 1% interest for up to 30 years but the Borough could potentially be eligible for grants as well. Funding letters would be sent in April 2025 stating what we are eligible for through Pennvest. Pricing for both projects should be set in January. The Borough may consider some billing restructuring to help with the cost of these projects. Funding would be released in May if the Borough accepts.
- **PennDOT Multimodal** – The Borough was denied the PennDOT Multimodal yet again. Ms. Wilcox is going to research other grant opportunities that are less competitive.
- **Marijuana Ordinance** – The safety committee met and reviewed the Marijuana Ordinance. It was recommended that instead of a flat \$300 fine, that the fine be a tiered structure depending on the number of offences. Ms. Wilcox will make the appropriate changes, advertise the ordinance for ten days and then it can be passed at the November meeting.
- **REA Re-zoning/Controlled Burn** – YVFD rescheduled the controlled burn of 12 Bates Street Extension, property owned by REA, for November 2nd & 3rd due to poor attendance for the last dates. REA has requested to postpone the re-zoning for February or March. Matt Franklin, REA, has hired a firm to develop preliminary plans to present to the Borough and residents.

New Business:

- **Emergycare Agreement** – Emergycare proposed a new agreement for 2025. It is the same agreement we agreed upon for 2024. Due to less call volume in the Borough, the cost of service is going down from \$1035.00 to \$925.00 per month. A motion to accept the Emergycare agreement was made by Mrs. Cowan, seconded by Mr. Clawson and unanimously carried.
- **Pollinator Meadows** – Discussed under the PWD report.
- **Route 6 MOU/Bike Racks** – Through the Route 6 Alliance, the Borough is participating in a grant where they will be supplying the Borough with eight bike racks and a bike work station. The bike racks will have the Heart & Soul logo on them. The Borough will be responsible for the maintenance of them after they are installed. A motion to accept the Memorandum of Understanding for the acceptance of the bike racks and work station was made by Mr. Clawson, seconded by Mrs. Leamon and unanimously carried.
- **Potential School Closing** – Ms. Wilcox has been attending school board meetings while Mayor Nelson and others have been working behind the scene to find solution to the potential closure of Youngsville High School. Information and data provided by the Warren County School District is what is being used to persuade that closing the Youngsville is not the best option. Closing Youngsville will have a major effect on our community, businesses, etc.

Executive Session: Council went into executive session at 5:35pm and returned at 5:44pm. After discussion a motion was made to approved wage increases for the personnel by Mr. Clawson, seconded by Mr. Schwab and unanimously carried.

Adjournment: A motion to adjourn was made at 5:45 pm by Mr. Mineweaser, seconded by Mrs. Cowan and unanimously carried.

Allie Benedict, Secretary