

**Youngsville Borough Council
Regular Meeting – September 8, 2025
Youngsville Borough Municipal Building**

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

Present: Council Members: Rick Brewster, Eric Mineweaser (in and out for a WCSD matter), Nicole Cowan, Catrina Leamon, Sharey Sveda and Troy Clawson. Also attending were Borough Manager Wendy Wilcox, Borough Secretary Allie Benedict, PWD Stacey Cratty, YPD Chief Mineweaser, Solicitor Tim Bevevino and Junior Council Members Tydus Chase and Riley Lauger. Absent were Council members Dustin Schwab.

Minutes: A motion to approve the minutes of the regular council meeting on August 11, 2025 was made by Mr. Brewster, seconded by Mr. Mineweaser and unanimously carried.

Recognition of Visitors:

- Katie Lauger, 11 Sonia Lane, in observance for Junior Council swear in.
- Travis Lauger, Pittsfield, in observance for Junior Council swear in.
- Adam Chase, 128 Marsh Avenue, in observance for Junior Council swear in.
- Jody Rowland, YVFD Chief, representing the YVFD.

Amendment to the Agenda: A motion to add discussion of the BVAA water rates was made by Mr. Mineweaser, seconded by Mrs. Leamon and unanimously carried.

Correspondence –

- A thank you card was received from Youngsville Public Library thanking the Borough for the donation of the pool passes for their summer reading program.
- Warren Worx is seeking donations from surrounding communities to help fund future projects.
- The next McWaPEC meeting will be held on September 25th at 5:30pm in Kane. RSVPs are due by September 17th.

Reports -

Secretary/Treasurer –

- At the end of August there was \$2,506,471.14 in all accounts.

Manager –

- Mr. Theuret and Mr. Cratty are reviewing the scope of work provided by ABM for the water capital project, to see what is deemed necessary, in hopes to make the project more feasible for the Borough. The Pennvest loan/grant can be reapplied for in October.
- gWorks, the new software that was purchased to upgrade the office software is not compatible with the DCED Chart of Accounts. After requesting a full refund, gWorks made the Borough aware that in the fourth quarter the software will become compatible, offering \$8,700 credit to use towards 2026. Ms. Wilcox again is requesting a full refund due to the Borough not receiving any services from them since paying the full amount for onboarding in Spring of 2025. Solicitor Bevevino will review the contract for any provisions that make the full refund exempt.
- The planning commission is meeting on September 16th at 4:30pm to review Peter's and WCSD's subdivision applications.

- Quotes are still being sought for the YVFD roof as it continues to leak.
- COG is planning a “Government Day” October 25th for students. Location is to be determined.

Recreation Committee –

- The BVSP season went well, and the pool will be winterized in the coming weeks.
- There are vacancies on the Recreation Committee that will need to be advertised for.

Junior Council – Mayor Scott Nelson administered the swear in of the Borough’s two new Junior Council members, Tydus Chase and Riley Lauger. Both were asked to join the meeting after being sworn in.

YVFD –

- Jody Rowland, YVFD new chief, attended the meeting to introduce himself to Council and announced Norm Maynard will be assistant chief.
- Mr. Rowland is hoping to recruit more volunteers.

YPD -

- 95 traffic stops were made in August, with 62 warnings
- Budget request was submitted, along with yearly evaluations completed.
- Chief Mineweaser is working with the Bean Bank on setting up a “Coffee with a Cop” day.
- YPD is hosting the Northwestern Chief’s meeting on September 17th.
- There will be a K-9 board meeting on September 10th.
- Chief Mineweaser is working on a grant to get radar signs/message boards.

PWD -

- BVSP is emptied and will continue to be winterized.
- The leaf picker and plows are being worked on as it is almost fall, with winter right around the corner.
- Eighth street paving went well, there are a few small patches that need to be done.

A motion to accept the August bills for payment was made by Mr. Brewster, seconded by Mr. Clawson and unanimously carried by voice vote.

September 2025 Expenses:

Alexandra Benedict	85.00	AmTrust	25,584.00
Anderson Cleaners	84.70	Angie Highhouse	33.93
Barnhart-Davis Company	334.83	Carter Lumber	70.90
Cintas	229.96	Clement Motors	44.34
Commonwealth of PA	1,000.00	Companion Life	666.87
CR Turner Enterprises	140.00	Dearborn Life Insurance	549.51
Definiti	2,542.89	EagleZip	97.21
Emergycare	925.00	Erie Insurance	193.00
Erika Grubbs	120.00	F.O.P. Lodge #37	113.50
Frantz & Russell Services	440.00	Heidi First	286.05
IT Telecom	154.08	ITU	210.29
Jamestown Macadam, Inc.	2,306.61	Jamestown Soap & Solvent	1,560.20
Kane Borough	125.00	Kimball Midwest	502.05
L/B Water	117.30	Manufacturer & Business	329.00
Melzer’s Fuel Service	941.53	Mineweaser, Todd	74.00
National Fuel	653.73	Nationwide	300.00
Northwest – VISA	641.16	Northwest Loans	9,108.85
PA Department of Labor	111.47	PA Rural Water Assoc	150.00
PACE	1,781.00	Penelec	10,621.12
Pitney Bowes	502.25	S&D Calibration	48.00

Sam's Club	565.12	Selective Insurance	54,497.00
Sharon Wagner	120.00	Stacey Cratty	370.99
Strate Welding Supply	75.35	Swanson, Bevevino, Sharp	750.00
Techsulere	500.00	TWAC	1,500.00
Ubeo Business Services	433.28	Ubeo LLC	75.62
United Refining Company	1,514.18	UPMC Health Plan	11,109.40
Verizon Wireless	317.78	Vision Benefits of America	97.14
Warren City Police Department	242.25	Warren Times Observer	299.00
Waste Treatment Corp	6,363.66	WestPA.net	84.44
Youngsville Hardware	76.26	Youngsville Public Library	6,000.00
YVFD Relief Assoc.	8,286.96	Zito Media	150.00

TOTAL SEPTEMBER EXPENSES: \$157,207.76

Old Business:

- **Budget Meetings Calendar** – Ms. Wilcox was seeking an okay for the budget meeting calendar, making sure all dates were workable.
- **Borough Code Supplements** – The Borough received supplements to the Borough code that are available to anyone who may like one.
- **Planning Commission Appointment** – A motion to accept Julie Eckstrom as a member of the planning commission was made by Mrs. Cowan, seconded by Mrs. Leamon and unanimously carried.

New Business:

- **Resolution 13-2025, Police Pension Member Contribution** – The Police Pension Committee met and after reviewing the funds they have suggested to waive the member contributions for 2026. A motion to pass Resolution 13-2025, Police Pension Member Contribution was made by Mrs. Cowan, seconded by Mrs. Leamon and unanimously carried. Mr. Mineweaser was not present to vote.
- **MMO Police Pension** – The MMO for 2026 is \$77,333.00 to keep the plan viable. A motion to authorize the MMO in the amount of \$77,333.00 was made by Mr. Brewster, seconded by Mrs. Clawson and unanimously carried. Mr. Mineweaser was not present to vote.
- **Resolution 14-2025 TAWC Match** – This is the Borough's annual donation to the Transit Authority in the amount of \$1,500.00 for 2026. A motion to approve Resolution 14-2025 was made by Mr. Brewster, seconded by Mrs. Leamon and unanimously carried.
- **Halloween** – Trick or Treating will be held on Friday, October 31st from 6pm – 8pm.
- **BVAA Sewer Rates** – Per contract, the Borough was to raise the BVAA sewer rates 5% per year and rates have not been increased since 2010. \$26.00 per EDU was the suggested increase for 2026. BVAA came back and proposed a rate of \$16.97 which is what it would have been if the 5% increase happened as contracted. Further discussion will be held at the October meeting.

Executive Session: No executive session.

Adjournment: A motion to adjourn was made at 5:12pm by Mr. Mineweaser, seconded by Mr. Brewster and unanimously carried.

Allie Benedict, Secretary