

**Youngsville Borough Council  
Regular Meeting – November 10, 2025  
Youngsville Borough Municipal Building**

Vice President Troy Clawson called the meeting to order at 4:30pm. Invocation was led by Mrs. Leamon followed by the Pledge of Allegiance.

**Present:** Council Members: Rick Brewster, Nicole Cowan, Dustin Schwab (left at 5:52pm), Catrina Leamon, Sharey Sveda and Troy Clawson. Also attending were Borough Manager Wendy Wilcox, Borough Secretary Allie Benedict, PWD Mark Theuret, YPD Chief Mineweaser, Solicitor Tim Bevevino and Junior Council Members Tydus Chase and Riley Lauger. Absent were Council member, Eric Mineweaser.

**Minutes:** A motion to approve the minutes of the regular council meeting on October 13, 2025, was made by Mr. Brewster, seconded by Mrs. Leamon and unanimously carried.

**Recognition of Visitors:**

Sara Monticue, 139 Marsh Avenue, expressed how important the Youngsville High School was to families and the community of Youngsville. Ms. Monticue stated losing Youngsville High School has hurt the community tremendously and with the fast-paced decisions being made, the town has not had time to grieve from the loss. She suggested a town hall meeting be held with the information of the decisions so all can be involved in the “healing” of Youngsville and so the community can work together to “honor the legacy and future of Youngsville.”

Jim Cowan, 127 Seventh Street, in observance.

John Papalia, ROY President, along with his spouse, Lindsey, attended to speak on the YHS – County Lease and Rezoning under new business.

Troy McFate, 113 Mill Street, was not present but he had submitted a letter which was read by Mrs. Cowan. The letter stated how the Youngsville community has been through a difficult and emotional time for the past couple of years causing some to lash out towards others. Mr. McFate is hurt to have to “defend someone so heavily involved in preserving what we have and trying to move us forward as a community,” Mr. John Papalia. Mr. Papalia has many ties to the Youngsville community and has chosen Youngsville to raise his own family in and has dedicated many hours to making Warren County and Youngsville a better place to live and work. “Youngsville area is a great place, let’s continue to keep it that way. People need to step up and show support. That may mean volunteering for all the many different committees that make Youngsville a better place. It is easy to sit back, but it’s another thing to get involved.”

**Amendment to the Agenda:** None.

**Correspondence –**

- The Borough received a packet of training courses available to Council for those who would be interested in looking through them.
- United Fund of Warren County is looking for a donation towards their 2025 Torchlight Campaign.
- Warren County YMCA Swim Team Boosters is asking for support as they prepare for their 2025 – 2026 season.
- Free Books for Kids Town is asking for donations to help provide books for local children.

## **Reports -**

### **Secretary/Treasurer –**

- At the end of October there was \$2,410,135.22 in all accounts.

### **Manager –**

- Mrs. Wilcox attended a two-day course on the floodplain and how to determine substantial improvement/substantial damage. She also attended another two-day training on the Borough's role if there was an emergency to happen in the Borough.
- Mrs. Wilcox and Chief Mineweaser attended the Student Government Day sponsored by COG. Junior Council Member, Tydus Chase, said it went very well, and it was a great learning experience for many.
- LSA grants will be awarded on November 18<sup>th</sup>. An application was submitted for the capital water and sewer projects.
- Hometown Christmas is in the planning stages and already has many participants for the parade and vendors. PWD has offered to take care of the tree and which was kindly donated.
- Solicitor Tim Bevevino is drafting a letter to gWorks, as the refund they presented is not acceptable and the Borough would like a full refund due to no service provided.
- Mrs. Wilcox welcomed Mrs. Stacey Robinault as a new Council member.

### **Recreation Committee –**

- The Recreation Committee met and reviewed the 2025 financials which presented a negative due partly to capital purchases. A -\$35,754.51 deficit in pool operations.
- All swimming lessons had an overwhelming attendance and went very well.
- Michelle Johnson, BVSP Manager, has presented a 2026 wish list for new equipment/supplies that will be given to Mrs. Wilcox for budgeting purposes.
- Liz Feronti has expressed interest in being the Brokenstraw Township representative for the Recreation Committee. She will need to be approved by Brokenstraw Township.

### **Junior Council – No report.**

### **YPD -**

- Sergeant Leach was elected as Magisterial District Judge for Crawford County. His last day with YPD will be December 19<sup>th</sup>. He has been with YPD for 13 years. YPD and Council need to decide soon whether he will be replaced or not.
- Officer Labesky will be attending K9 training December 16<sup>th</sup> – January 10<sup>th</sup> in Sharpsburg, PA.
- Chief Mineweaser, Officer Labesky and Sheriff Neiswonger went to Shadow Creek Kennels and Officer Labesky picked out his K9 partner, a German short hair.
- The K9 Tahoe has been fixed.
- All area public safety agencies need to update their records management system as the current system has become obsolete. The Betts Foundation has funded the monies for the upgrade for all agencies involved. Solicitor Tim Bevevino will review the 5-year contract and it can be voted on at the December meeting.

### **YVFD –**

- Jody Rowland, YVFD Chief, provided call stats for September. YVFD ambulance was in service 75% of the time with 17 calls and 16 were handled. YVFD fire had 6 calls with 37 volunteers responding.
- One YVFD member is enrolled in the EMT class.
- The Halloween party was successful with many in attendance.
- YVFD will host a craft show November 22<sup>nd</sup> and will hold its turkey party November 29<sup>th</sup>.

- The YVFD roof is progressively getting worse and is effecting the inside of the building now.
- YVFD had applied for a PEMA grant for new gear, but it is being held up because of the government shutdown. Gear prices have increased tremendously over the years. Gear needs replaced every 10 years.

**PWD -**

- The new service line for Country Fair has been installed and invoiced to them.
- New main valves have been installed on Thatchers Lane and Second Street.
- The drainage issues on Oak Street Extension have been repaired and has held up with the last couple of rains.
- Leaf picking has started and will go another couple of weeks.
- Mr. Theuret is working on a grant application through the Warren County Conservation District for a storm drain project on Sonya Lane in 2026.
- BVSP is winterized.
- There are two fire hydrants that are out of commission on College Street. One is due to a car accident which has been turned into insurance. When time permits both will be replaced.
- Hometown Hero Banners will be taken down and Christmas decorations will be put up the week of November 17<sup>th</sup>.
- PWD has been cleaning up scrap metal from various projects.
- The Post Office has a plugged storm drain on the Borough's end.
- Two trucks are ready for plowing.
- 87 tons of salt has been delivered.

**A motion to accept the October bills for payment** was made by Mrs. Cowan, seconded by Mr. Brewster and unanimously carried by voice vote.

**November 2025 Expenses:**

Alex Curtis	189.95	Alexandra Benedict	55.10
AmTrust North America	10,584.00	Anderson Cleaners	72.50
Angie Highhouse	276.49	Barnhart-Davis Company	243.21
Buffalo & Pittsburgh Railroad	250.00	Cintas	288.59
Companion Life	666.87	Dearborn Life Insurance	439.71
Definiti	2,876.26	Dollar General	32.86
EagleZip	97.66	Emergycare	925.00
Erika Grubbs	240.00	Five Star Equipment	544.71
Glenn O. Hawbaker	279.43	Herb Anderson	18.18
Howe's True Value Hardware	157.29	IT Telecom	152.94
ITU	210.29	L/B Water	4,906.75
Lowe's	432.80	Mark Theuret	250.00
Melzer's Fuel Service	870.60	Nationwide	300.00
Northwest – VISA	1,052.41	Northwest Loans	9,108.85
PACE	1,051.90	Paws Along the River	500.00
Penelec	10,875.61	Pitney Bowes	1,259.47
Precision Scale & Balance	255.00	S&D Calibration	105.00
Sharon Wagner	187.50	Strate Welding Supply	33.80
Techsulere	500.00	The Meter Guy	375.00
Tom's Auto Service	2,150.00	Ubeo Business Services	189.39
Ubeo LLC	75.62	United Refining Company	1,909.51
UPMC Health Plan	13,542.39	Verizon Wireless	317.88
Warren County Treasurer	125.00	Waste Treatment Corp	6,183.69

Wayne Glasgow	74.98	Wendy Wilcox	291.51
WestPA.net	84.44	Youngsville Hardware	9.18
Zito Media	150.00		

**TOTAL NOVEMBER EXPENSES: \$75,769.31**

**Old Business:**

- **Pennvest, Project Downsize and February Application** – A new scope of work and cost estimate has been requested due to downsizing the project as some work can be done in house. A new categorical exclusion needs to be advertised in the next couple weeks for the February application submittal. Mrs. Wilcox has asked and is waiting for a reply if new permits need to be obtained through DEP.
- **Chief Minewearer, 3-year Contract** – The personnel committee has met and recommends acceptance of the 3-year contract for Chief Minewearer. A motion to accept was made by Mr. Brewster, seconded by Mrs. Leamon and unanimously carried.
- **YVFD Roof Replacement** – YVFD roof is starting to leak more causing damage inside the building. It was submitted to Selective insurance as a claim for hail damage per Tri-State. Selective’s adjustor came back stating there is damage to the HVAC system, and roof shed and pavilion but not to the roof of the department. The adjustor stated the damage is not due to hail, it was due to wear and tear of the roof. Mrs. Wilcox has requested a second adjuster’s opinion as many roofs in the area have been recently replaced due to hail damage. The council recommended that Mrs. Wilcox reach out to another roofing company for their opinion and to get a letter to submit to the insurance company. It was advised not to touch the roof as it may make any insurance claim null and void.

**New Business:**

- **Ambulance Service Agreements** – The Borough has received new contracts for Emergycare and Warren City. Emergycare presented a significant increase due to the number of calls increasing. Currently the Borough pays \$925/month for their services, and they want to increase it to \$1,665/month. Warren City’s cost stayed the same. It was recommended that we negotiate with Warren City because we do not have a high number of calls with them but accept the contracts now and re-negotiate for 2026. A motion to approve both contracts with Emergycare and Warren City was made by Mr. Clawson, seconded by Mr. Brewster and unanimously carried.
- **Humane Society Donation** – A letter was received from the Humane Society asking for a donation but due to the poor service in the past we have not donated monies even though it was budgeted. Mrs. Wilcox asked the Council if they are okay with donating \$500.00 since it is budgeted. All were in agreement to make the contribution.
- **Training Expense Overage for CDL** – PWD’s Alex Curtis is working on obtaining his CDL licenses and will be going for his test this year which will cause the Borough’s training line items to go over budget. Mrs. Wilcox was looking for approval for these lines to go over budget. Mr. Theuret advised that the testing place is booked until Spring of 2026. Mrs. Wilcox will allocate monies in the 2026 budget.
- **Construction Code Inspectors** – Mike Grill with Construction Code Inspectors has announced he is retiring. He will no longer be available for building codes for the Borough. He did provide a recommendation, Bureau Veritas, who also provide services to a few municipalities in the area already. Mr. Grill is going to try to put together a reception at the Youngsville Borough building to say goodbye but also to introduce Bureau Veritas to municipalities that are interested in switching over to them.
- **Resolution 18 – LSA Application – Bucket Truck** – Mr. Theuret has requested a bucket truck be budgeted for 2026. Ms. Wilcox will submit an LSA grant application. A resolution is needed to request an amount of \$189,799.00 and allow Mrs. Wilcox to be a signer on the application/paperwork. It would be all grant money with no match required. A motion to approve Resolution 18 was made by Mrs. Leamon, seconded by Mr. Brewster and unanimously carried.

- **YHS – County Lease and Rezoning** – ROY (Revitalization of Youngsville) submitted a letter of support to the school district regarding the lease by the county. Unfortunately, misinformation was shared at the school board meeting and on social media. Due to this, John Papalia, President of ROY, and his family were negatively affected. The council thanked Mr. Papalia for his continued support of Youngsville and empathized with him and his family over the negativity shown towards them. The Council strongly encourages that both parties move forward with the lease agreement as its an opportunity to build the community and not have an empty building for years to come. A motion to send to a letter to both Warren County School District and Warren County in support of the lease agreement was made by Mr. Brewster, seconded by Mrs. Leamon and unanimously carried.

**Executive Session:** No executive session.

**Adjournment:** A motion to adjourn was made at 6:04pm by Mr. Brewster, seconded by Mrs. Cowan and unanimously carried.

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Allie Benedict, Secretary