

**Youngsville Borough Council
Regular Meeting – May 11, 2026
Youngsville Borough Municipal Building**

Mayor Catrina Leamon 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, Nicole Cowan, Dustin Schwab (arrived 4:43), Sharey Blum, Stacey Robinault, and Troy Clawson. Also attending were Borough Manager Wendy Wilcox, Borough Secretary Barbara Young, Solicitor Tim Bevevino, PWD Foreman Mark Theuret, Stacey Cratty, YPD Chief Todd Mineweaser. Also, Junior Council member Tydus Chase. Absent was Junior Council member Riley Lauger.

Minutes: A motion to approve the minutes of the regular council meeting on April 13, 2026, made by Mr. Brewster, seconded by Mrs. Cowan, and unanimously carried.

Recognition of Visitors:

Terry Jackson-concerns about ordinance violations.

Julie Eckstrom

Shirlee Peters

Andrew Papalia-introduced himself as new Supervisor of the Youngsville YMCA. Would like to discuss starting new programs at Island Park. Was invited to attend the Rec. Commission meeting scheduled for Thursday, May 14 at 6:30.

Amendment to the Agenda:

No amendments.

Correspondence:

- Library Theater asking for support during Warren Gives

REPORTS :

Secretary/Treasurer –

- At the end of April there was \$2,609,801.25 in all accounts. Mrs. Young questioned when and how much to donate to Library. Consensus was to leave as current disbursement of \$1000.00 during Warren Gives and will change to \$5,500.00 in the spring and \$5,500.00 in the fall.
- Mr. Brewster asked if the date reflected on the beginning balance of the Year-to-Date Financial Statement be updated to Jan. 1, 2026 instead of the current month. Barb will update.
- Mrs. Young inquired about changing the host site for the Borough website from Greengeeks to WIX. The program is user friendly and offers more features. Council has asked for a copy of a contract and pricing to review for the next meeting.
- Mr. Mineweaser inquired about the line items going over budget needing approval. A list will be provided at the June meeting.

Financials:

Catrina Leamon reviewed the bills and had no questions.

A motion to accept the April bills as paid was made by Nicole Cowan, seconded by Rick Brewster, and carried with abstain from Dustin Schwab.

May Expenses:

Ace Viking Electric Motor	\$26,325.00	Airgas USA, LLC	\$164.73
Allied Systems, Inc.	\$1,817.45	Anderson Cleaners	\$29.60
AmTrust North America	\$8,637.00	A.R. Beatty Equipment	\$68.07
Barnhart-Davis	\$342.20	Barber's Chemicals	\$1,483.20
Bob's Garage	\$143.10	Burrell Enterprises	\$476.39
Richard Brewster	\$86.80	C & G Moore Enterprises	\$495.00
Carter Lumber	\$185.06	Cintas	\$369.40
City of Warren	\$300.00	Cody Computer Services	\$3,780.00
Companion Life Ins.	\$623.33	Davies and Sons	\$184.95
Dearborn Life Ins.	\$530.50	Deiss & Halmi Engineering	\$759.80
EmergyCare	\$1,665.00	Frantz & Russell	\$460.00
Erika Grubbs	\$332.50	Glenn O. Hawbaker, Inc.	\$266.96
IT Telecom	\$161.49	ITU Absorb Tech	\$205.24
Jones Pest Control	\$275.00	L/B Water Services	\$3,406.20
Michelle Johnson	\$463.46	Lowe's	\$30.09
Melzer's Fuel Services	\$1,390.13	Todd Mineweaser	\$554.47
National Fuel	\$1,243.10	National Printing	\$60.00
Northwest Loan 3025	\$6,167.00	Northwest Visa 253	\$32.16
Northwest Visa 534	\$496.66	Northwest Visa 935	\$742.34
Pace Analytical	\$1,007.00	Penelec	\$13,791.71
Petty Cash Cleanup	\$100.00	Petty Cash Pool	\$790.00
Petty Cash Office	\$73.00	Purchase Power	\$254.97
RCI Electrical Systems	\$27,725.00	Sam's Club	\$61.96
Swanson, Bevevino	\$750.00	Techsulere	\$500.00
UPMC Health Plan	\$13,886.79	United Refining Company	\$1,627.61
USA Blue Book	\$104.23	Verizon Wireless	\$318.24
Vision Benefits q	\$114.20	Sharon Wagner	\$332.50
Warren County Comm.	\$88.00	Waste Treatment Corp.	\$7,008.57
WestPA.net	\$84.44	Youngsville Hardware	\$30.37
Wendy Wilcox	\$175.95	YMCA	\$726.00
Youngsville Public Library	\$5,500.00	Zito Media	\$150.00
	\$100,793.39		\$39,160.53
		Total	\$139,953.92

Mayor –

- Received questions about the water capital improvement fee. Borough Manager stated the office has been receiving inquiries as well. Mrs. Wilcox explained that this fee has been charged previously but is now broken out on the new billing statement so it is more visible. There has also been a \$20.00 increase to the fee this year due to upcoming upgrades on the reservoir.
- Continuing to visit local businesses in the area.
- Continuing to attend Fire department meetings and has offered to assist with the update of the By Laws and offered to conduct leadership training for the Line officers and Chief.

- Residents have asked about having a Farmer's Market downtown. ROY is currently planning events such as these in the Plaza. Troy offered the space in front of the coffee shop as well.

Manager –

- There are still two openings on the Zoning Hearing Board.
- The projects to upgrade our door lock systems, upgrade our camera system, install separate fob system for evidence room, upgrade camera and mic system in interview room and install panic buttons will begin in June. All projects have been budgeted.
- After review of the Northwest escrow account, it was decided to let it remain open for future use.

Boards and Commissions –

- REC Commission -pool is on track for opening June 6. Discussing future plans such as a Pickleball court and ice rink at Island Park.

YPD-

- Received numerous complaints about dog feces on sidewalks and in parks. Will need to develop an ordinance because the current nuisance ordinance does not include dog feces.
- Questioned whether we should keep or remove the Jake break signs. Hard to enforce, court has thrown out every citation that has been given. Decision will be made whether to keep or take them down during sign inventory review.
- Officer Newman is doing well. Will be on his own in the next 3-4 weeks. He has requested to work for the Warren County Drug Task Force. Council approval is needed. Mr. Clawson made a motion to approve, Mr. Brewster seconded, unanimously carried.
- Solicitor Bevevino reviewed the MOU from the FBI. This allows one of our officers to assist the FBI. It would not affect his duties for the Borough. Council approved.
- Chief Mineweaser attended the Purple One conference dealing with domestic violence. He would like to bring organizations here to train our officers.
- Chief Mineweaser attended a Patriot Training Group training. He is now certified as a Law Enforcement Three-gun Instructor.

PWD-

- Water Reservoir roof and ventilation are complete. Electrical upgrade is being scheduled.
- Street sweeping is complete. Timeline was extended due to company having to swap out sweeper due to mechanical issues.
- Comminutor for the sewer plant has been ordered.
- Spring clean up is set. Discussion was had about advertising no cost for scrap donations for pool. Mrs. Young will update information on social media sites.
- 1 of the 5 leaks found during leak detection has been repaired. It was located at Ranger Way. Will continue to repair other 4 as time allows.
- Cycle 3 meters have all been upgraded to auto read. There are approximately 70 meters throughout the Borough still needing replacement that are currently not reading. Will be able to get a true water audit once they are all changed.
- Hometown Hero banners are all hung.
- There will be a Community Service Day on May 24 coordinated by Pastor Rick Hamrick, First United Methodist church. There are over 100 volunteers working in different municipalities throughout the area. In the Borough they will be painting picnic tables at the pool pavilions and Island Park, weeding and mulching flower beds at the signs coming into town on route 6. They will also paint the bathrooms and spread mulch on the playground at Island Park. Mr. Theuret has asked if he could purchase paint, paintbrushes and mulch for the projects. Council gave approval but also suggested Mr. Theuret ask Pastor Rick to reach out to Lowe's because they may donate some of the materials.
- The replacement traffic camera at West Main and Rt 6 has been covered by insurance and ordered. The technician who will be installing the new camera suggested we install a UPS (Uninterrupted Power Supply) unit to avoid the camera needing replacement again. The unit will cost approximately \$8,000. The technician also suggested we install one at the traffic camera at Railroad and Rt 6 because

the processor burnt up at that site as well due to a power surge. The processor is covered under warranty. The units are an eligible expense and can be purchased from liquid fuels monies.

- New Diamond GSI software has been downloaded on the PWD iPad. Discontinuing use of current We are discontinuing ESRI GSI system. The Diamond system is designed for water and wastewater GSI use and is more conducive to our use.
- The paint for the Pickleball Court is specialty made and cost is \$1,600.00. New nets will need to be purchased as well. Mr. Brewster suggested that a list of needs be made and budgeted for next year.
- The pool is filling and should be ready for opening day, June 6. Discussion was had about placing it on Warren Gives. The deadline was missed this year but should appear next year on the list of organizations to donate to.
- The Sign inventory is done. Streets committee will have to review for recommendations.

Junior Council-

- No report

YVFD-

- Plan to start replacement of roof in June. Remaining insurance claim monies awarded for roof hail damage will be given to the fire dept to replace damaged tiles on the interior ceiling.
- Uniforms will be purchased with the grant monies recently awarded by the state.
- There was a new grant opportunity introduced by the state that is first come-first served. Fire dept. will need to be submitted asap. Concentrates on small, rural fire dept. needs.
- The current contract between the Borough and the fire dept. was written 15 years ago. Mayor Leamon will write a new contract and have the Solicitor review. She has offered help updating the Fire Dept. By-laws as well as offered to teach leadership classes to the Line Officers.
- There is a chicken bar-b-que scheduled for May16. There will also be a craft show planned for the fall.

Old Business:

- **ABM/PENNVEST**-Will no longer be continuing services with ABM. The Borough is not in a financial position to continue with another project at this time. Also felt that there was not enough benefit given to continue.
- **Burgess & Niple**-currently contracted through ABM for Pennvest award. If we are no longer continuing with ABM, we will need to sign separate proposal between the Borough and Burgess & Niple for engineering services on the water reservoir project. The proposal was not included in the packet. Copies were distributed to all Council members and to the Solicitor for review. Will schedule a special meeting on May 22, at 4:30. Emily Poach and Jeff Marnicio, engineers from B & N working on the reservoir project, attended the meeting and provided clarification of the proposal and answered questions.
- **Fairmont Plaza**-Josh Cotton, John Papalia, and architect Dave Sabina met with the Borough Manager and the PWD Foreman to review the designs of the plaza. It was found that a water main line will run underneath the stage. PWD will move the water line to be more accessible. A tentative timeline was discussed with completion scheduled for fall of this year, 2026.
- **Software update**-received a full refund from gWorks. Diversified Technology is fully functioning, and several payments have been made online. Cindy was able to run the latest billing herself and is pleased with the system. The Red Wing/Centerpoint software that was previously presented does not import historical data, however, there is capability of saving the information in other ways. The Manager will continue to research fund-based software.

New Business

- **Purchase of land**-Ronda Turner recently purchased 3 parcels of land and would like to purchase an adjoining parcel from the Borough to continue a parcel to RT 6. Council will meet in Executive Session to discuss.

- **Campbell Subdivision-220 North Main St.**-Planning Commission recommended approval of the Campbell subdivision to move the boundary to exclude the neighboring property garage and in exchange extend her property. (All three parcels were owned by the same individual, Rodney Schneider) Mrs. Blum made a motion to approve the subdivision as presented, Mr. Clawson seconded and passed with abstain from Mr. Schwab.
- **Resolution 8-2026**-Allows Allie Benedict to be removed from Berkheimer authorization and Barbara Young be added.

Public Comment: Terry Jackson stated that Bill Gross had painted the Pickleball court with special paint. He had brought someone in to measure for a regulation size court and found that the fence around prohibited it from being large enough. Wanted to make us aware before we started any upgrades.

Executive Session: Council went into executive session at 6:22pm for legal matters and returned at 6:32pm. Mrs. Turner was asked to provide a written offer of purchase to Council, including price, to review.

Adjournment: A motion to adjourn was made at 6:37pm by Nicole Cowan, seconded by Sherry Blum and unanimously carried.

Barbara Young, Secretary