

Youngsville Borough Council
Regular Meeting – July 13, 2026
Youngsville Borough Municipal Building

Mayor Catrina Leamon called the meeting to order at 4:30pm. Invocation was led by Chief Mineweaser followed by the Pledge of Allegiance.

Present: Council Members: Rick Brewster, Nicole Cowan, Dustin Schwab, Stacey Robinault, and Sharey Blum (arrived at) . Also attending were Borough Manager Wendy Wilcox, Borough Secretary Barbara Young, Solicitor Tim Bevevino, PWD Foreman Mark Theuret, Stacey Cratty, YPD Chief Todd Mineweaser, and Officer Brayden Newman. Absent were Council members Eric Mineweaser and Troy Clawson and Junior Council members Taydus Chase and Riley Lauger.

Minutes: A motion to approve the minutes of the regular council meeting on June 8, 2026, made by Mr. Brewster, seconded by Mrs. Cowan, and unanimously carried.

Special meeting minutes: A motion to approve the minutes of the Special Meeting held on May 22, 2026 made by Mr. Clawson and seconded by Mr. Mineweaser.

Recognition of Visitors:

Julie Eckstrom

Amendment to the Agenda:

- Adding Resolution 15-2026 to agenda-Water Reservoir upgrades as part of the LAGUDA. Motion by Rick Brewster, second by Nicole, carried unanimously.

Correspondence:

- Letter from DA office thanking the police dept. (Drug Task Force) for their help during the Rainbow Gathering.
- Request to sponsor the Kane Hospital golf scramble.
- CC'd letter from PUC to Verizon asking for more info regarding the application to install fiber across Railroad St.

REPORTS :

Secretary/Treasurer –

- At the end of May there was \$2,508,580.85 in all accounts.
- Discussion was had about the reports presented. Clarification was given on bank accounts totals including all account funds but broken down in QuickBooks into different accounts. Ex. Capital bank account includes all Capital funds from General, Water, Sewer, and Sanitation together. The report is presented in this format to show what the actual amounts are in the bank accounts. The previous report did not.
- Mrs. Young is taking virtual classes to teach her how to “clean” some of the accounts. For example, there are checks on the books that have not cleared and some are dated as far back as 2011. It was asked that she make a list of these checks and what they are for and have them reviewed by our Solicitor and Auditor to determine what next steps should be. Unsure if these funds must be turned into state unclaimed funds account.

Financials:

Nicole Cowan stated Troy Clawson reviewed the bills and had no questions.

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

July 2026 Expenses

AirGas USA, LLC	\$284.57	Allied Systems, Inc	\$1,908.00
Anderson Cleaners	\$44.80	A. R. Beatty Equipment	\$2,362.67
Barber's Chemicals	\$3,397.60	Barbara Young	\$27.38
Barnhart-Davis	\$693.74	Brayden Newman	\$625.00
Burgess & Niple	\$3,637.84	Burrell Enterprises	\$245.60
Cintas	\$298.52	Clement Motors	\$199.60
Commonwealth of PA	\$250.00	Companion Life	\$1,246.66
Dearborn Life	\$1,339.50	Definiti	\$128.24
DEP PA	\$60.00	EagleZip.com	\$184.30
Edwards Chainsaws	\$17.96	EmergyCare	\$1,665.00
Frantz & Russell	\$460.00	G& S Safety Products	\$268.27
Geiger Electric	\$745.00	Erika Grubbs	\$230.01
Gelenn Hawbaker	\$473.69	Hoover Oil Field Supply	\$7.18
Howe's True Value	\$77.99	Hull Electric	\$26.26
IT Telecom	\$157.05	ITU Absorb Tech, INC	\$205.24
Jamestown Soap & Solvent	\$1,587.98	Michelle Johnson	\$449.05
L/B Water Service	\$3,105.65	Lowe's	\$595.74
Melzer's Fuel Service	\$1,213.59	Todd Mineweaser	\$30.00
National Fuel	\$1,160.00	National Printing	\$546.94
Northeast Shared Services	\$3.88	Northwest Loan 3025	\$6,167.00
Northwest Loan 9138	\$2,941.85	Nothwest Visa 3279	\$604.77
Northwest Visa 8534	\$550.00	Northwest Visa 7935	\$1,041.45
Pace Analytical	\$8,115.80	PA Rural Water	\$590.00
Penelec	\$11,163.53	Nancy Powell	\$100.00
Purchase Power	\$1,240.93	Sams	\$2,586.04
Techsulere	\$500.00	Treatment Specialties	\$480.57
Ubeo	\$561.55	United Refining Co.	\$2,714.41
United States Treasury	\$38.40	USA Blue Book	\$1,014.25
Verizon Wireless	\$318.28	Vision Benefits of America	\$93.34
Sharon Wagner	\$230.01	Waste Treatment Corp.	\$8,692.55
West PA.net	\$84.44	Wendy Wilcox	\$219.50
Youngsville Borough	\$2,748.51	Youngsville Hardware	\$123.72
Zito Media	\$150.00		
	\$47,652.66		\$35,378.74
		Total	\$83,031.40

Mayor –

- Mrs. Leamon attended the Bike rodeo. Went well and all the participants learned a lot and had fun. Each also received a prize.
- Spoke with John Papalia, ROY president, regarding future goals for Youngsville. Plan to meet in the near future for further discussion.

- Provided the Borough a copy of the Fire Department Risk Assessment document that gives suggestions as a follow up to the previous meeting that was held between the fire dept. insurance provider and leadership of the fire dept.

Manager –

- Several events will be happening this coming weekend including YABA sale days Thursday-Saturday, Kam's Cruise-In Friday & Saturday, and Fireworks sponsored by the Am. Legion on Saturday. There will be a meeting this week with the Legion to work out logistics such as parking, where fireworks will be set off, coordination of fire dept. and PWD.
- Pavilion rentals have increased this summer. Every pavilion has been rented every weekend until mid-August.
- Proposals are being accepted for a landscaper for Railroad St.

Boards and Commissions –

REC Commission:

- Received a letter appointing Sue Kibbey as the representative for Brokenstraw Twp.
- BVSP set a record for daily admissions this past month. Swimming lessons (101 slots) and private lessons are all full.
- There are 274 family, 19 swimmerize and 2 student passes currently being held at the pool.
- Michelle Johnson, pool Director, has asked if a fundraiser for Warren Track can be held at the pool. Lifeguards are volunteering their time so there should be no cost. Council agreed as long as this option is open to other school organizations.
- Was suggested that a Capital Committee be formed to begin a campaign to raise funds for improvements to the pool. The pool currently is losing at least 2 inches of water a night due to leaks. The lifeguards want to do a Tik Tok and reach out to Mr. Beast (social media influencer) for assistance in raising funds.
- Paperwork is being submitted for Friends of the Pool to be included in the Warren Gives campaign next year.

YPD-

- Chief Mineweaser and Officer Labesky with K9 Mimi hosted the children from the Rouse Children's Center. The children had fun learning about officer K9 Mimi and exploring the police cruiser.
- Officers of the Drug Task Force, including members of Youngsville PD, assisted the Forest Service during the Rainbow Gathering in the ANF. There were over 1000 participants at the event.
- The new digital radar sign has been placed at the end of East Main St. The data collected has shown that over 1400 vehicles have passed by and the highest speed was 70 and the lowest speed was 10. The sign will be moved to other roadways in the Borough to collect further data. It does seem to be a deterrent for speeding. Mrs. Robinault shared that it would be interesting to compare the data captured at different times such as when school is in session and when it is closed for summer.
- PSP has requested K9 Mimi on several occasions to assist in traffic stops.
- Chief pointed out that there has been a lot of overtime due to events within the Borough.
- The Bike Rodeo attendance was down this year from last year's 26 participants to 8 participants this year. Although there were fewer children, the event was fun and informative. The Cycle shop showed simple maintenance of bikes, Warren City Bike Unit Officer taught hand signals and safety rules. He also showed some bike tricks. Chief used the speed check device to clock the bike speed competition and the rodeo ended with a bike ride around town with Chief leading the pack in his cruiser. Chief said it was impressive to see the kids using hand signals as they rode around town.
- Officer Newman is doing rounds on his own now and recently conducted a DUI and drug bust successfully.

PWD-

- PA Rural water was called in to pinpoint the leaks on Ford and East Main St. Will repair as soon as location is known.
- Jeff Tenney will start the traffic light camera replacement on West Main/Rt 6 as soon as all the equipment is in. Anticipated delivery in 3 weeks.

- Installed a 2" water line for County Fair. All expenses were reimbursed for supplies, equipment use and time.
- Still waiting for delivery of comminutor. Stacey has been in contact with them to provide additional needed information.
- Alex Curtis passed his CDL test and is now licensed.
- DEP is coming within next week to inspect the water system.
- All the materials are here for the Sonia Lane storm water project that is being financed through a grant from the Conservation District. PWD will start the project soon.
- Two leaks were found at the fire hall and have been repaired.
- Mark is coordinating with the Boy Scouts regarding a project of painting the inside of the bathrooms at Island Park.
- An electrical issue at Island Park has been fixed by Penelec.
- New England Pellet Company has approached Mark and Stacey regarding PH testing after storm water events on their property. DEP is requiring the test be done. Council's concern was the obligation that would be needed. Would someone have to go out at any hour to test? Mark will ask for more information.

Junior Council-

- No representative present.

YVFD-

- No representative present.
- Roof replacement is underway. Concern came in about a building permit being obtained. Bureau Veritas and fire department were contacted, and a building permit will be issued.

Old Business:

- **Water Reservoir Upgrade**
 - Representative from Knox Law attended to explain LAGUDA requirement for the Pennvest loan. Required documents were signed.
 - Ordinance 611-Increasing the indebtedness of Youngsville Borough by Pennvest loan. Motion made by Mr. Brewster, second by Mrs. Blum, roll call vote required: Rick Brewster-Y, Eric Mineweaser-Absent, Nicole Cowan-Y, Dustin Schwab-Y, Stacey Robinault-Y, Sharey Blum-Y, Troy Clawson-Absent. Motion carried.
 - Resolution 15-2026-Intent to Reimburse Reserve funds with Pennvest loan. Motion by Mrs. Cowan, second by Mr. Brewster, motion carried.
- **WIX**-Solicitor Bevevino reviewed the agreement and approved. Mrs. Young explained that WIX is a much easier platform to use when developing a website. There are more options offered in the baseline so there is no need to purchase additional apps to make website development easier. Council approved the purchase of the WIX program software.

New Business

- **Resolution 14-2026**-BVAA increase from \$16.97/EDU to \$17.89/EDU effective January 1, 2027. There will be no increase in SUGASA rates because costs are being covered by their fees.
- **Turner Minor Subdivision**-Planning Commission recommends the subdivision of parcel #YV-675 3860. This subdivision creates a new parcel to be sold and annexed to #YV 675 3925. This subdivision also includes the annexation of parcel #YV-675 3699 and YV-675 3963. There is a map correction needed and a legal description of the annex of 675-3699 and YV 675 3963. Mr. Brewster made a motion to approve the subdivision and annexations pending the map correction, receipt of legal description and payment and closing of parcel purchased from the Borough, Mrs. Cowan seconded, motion carried.
- **YMCA Agreement**-Allows the YMCA to use the Island Park grounds to expand their current program offerings. Agreement also allows for the Borough to be named as other insured under the Y policy.
- **Zoning Hearing Board**-approved a bread and other baked goods shed business at 70 Mill St.

Public Comment: No public comment

Executive Session: Council went into executive session at 5:42pm for legal matters and returned at 5:52 pm.

Adjournment: A motion to adjourn was made at 5:53pm by Mrs. Blum, seconded by Mrs. Robinault, unanimously carried.

Wendy Wilcox, Borough Manager