

**Youngsville Borough Council
Regular Meeting – September 9, 2024
Youngsville Borough Municipal Building**

Mayor Scott Nelson 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: Rick Brewster, Eric Mineweaser, Nicole Cowan, Dustin Schwab, Catrina Leamon, Sharey Sveda and Troy Clawson. Also attending were Borough Secretary Allie Benedict, Solicitor Tim Bevevino, PWD Stacey Cratty, Chief Mineweaser and Junior Council Member Michael Carnahan. Absent were Borough Manager Wendy Wilcox.

Oaths of Office: Mayor Scott Nelson administered the Oath of Office to the newly appointed Council Member, Sharon Sveda.

Minutes: A motion to approve the minutes of the regular council meeting on August 12, 2024 was made by Mr. Brewster, seconded by Mr. Clawson and unanimously carried.

Recognition of Visitors:

Kristy Wallace, YPL Director, announced that she has accepted another position. Mrs. Wallace will remain working as the business manager for the Library until further notice. With the change the Library will be changing their hours to accommodate the volunteers that have generously stepped in to cover hours. Some changes to the programs offered will take place until the Board hires a new director.

Lonnie Gouak, Lonnie's Pizza, attended the meeting just to give Council a quick update/timeline on what is happening with the investigations and clean up.

Amendment to the Agenda: Resolution 6-2024 was not needed for the swearing in of Sharon Sveda. Other resolutions posted on the agenda were amended to reflect that correct resolution number.

Correspondence:

- The McWaPEC meeting will be held on September 26th in Smethport. RSVPs have to be in by September 20th.
- A reminder that the PSAB Fall Conference is October 11th – 13th in Lancaster.
- A thank you from Warren Worx to Ms. Wilcox for her participation in the branding initiative and how Warren Worx can help the local communities.
- A kudos from a YVFD EMT to Officer Zach Shelly for the job well done while attending to a sick person.

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

Reports -

Secretary/Treasurer's Report -

- At the end of August there was a balance of \$2,297,201.90 in all accounts.

Mayor – Mr. Nelson expressed his gratitude to Todd Lake for his years of service as a Council member.

Junior Council – Mr. Carnahan is looking for service projects for the Boy Scouts to complete around the community. PWD recently bought supplies for the Scouts to paint the building at BVSP. Mrs. Leamon asked Mr. Carnahan to announce at school that there is an open Junior Council seat. If anyone is interested, they should submit a letter of interest to the Borough Manager.

YPD –

- Solicitor Tim Bevevino has reviewed the marijuana ordinance and said no revisions are needed. The ordinance now needs to be presented to the Council safety committee. If they agree to put the ordinance in place it will need to be advertised for ten days and put into motion at a Council meeting.
- YPD received a grant to install software and printers in their patrol cars that allows them to print citations instead of doing written ones.
- Chief is working on 2024 evaluations for the officers.

YVFD –

- Mr. Clawson attended the last EMS commission meeting and found out YVFD missed two calls that they should have been available for. As Council we need to figure out what is going on and try to find a solution for the sake of the Borough residents.

PWD –

- PWD has installed all new auto read meters for Cycle 1 and are starting to work on Cycle 2.
- Mr. Cratty scheduled a vac truck to clean one of the tanks out at WWT on September 18th. ABM will be inspecting the tank for specifications for future capital improvement projects.
- A resident of Brokenstraw Township wants to connect to the Borough’s sewer system. Brokenstraw Township approved the connection and Mr. Theuret spoke with Mr. Fantaskey, Sewer Enforcement Officer. The Borough will pass on the cost for labor, supplies, etc. to the resident of Brokenstraw. An agreement needs to be put in place.
- The lights at BVSP parking lot are out and need to be replaced.

Motion to accept the August bills for payment made by Mr. Brewster, seconded by Mr. Mineweaser and unanimously carried by voice vote.

September 2024 Expenses:

A.R. Beatty	3,880.15	Alexandra Benedict	110.00
AmTrust	7,194.00	Anderson Cleaners	65.00
AT&T	113.19	Barbara Young	275.00
Barber’s Chemicals	272.22	Barnhart-Davis	26.74
Birch’s Graphix	810.00	Bob’s Garage	113.20
Burrell Enterprises Inc	329.01	Cintas	307.60
Clement Motors	65.05	CNB Wagner Enterprise	4,500.00
Colburn’s A/C	342.91	Commonwealth of PA	78,374.63
Companion Life	639.77	D.D.T.A Services	126.00
Dearborn Life Insurance	499.80	Definiti	2,100.89
EagleZip	96.74	Emergycare	1,035.00
Erika Grubbs	165.00	Fox & Sons	1,380.00
Frantz & Russell	399.60	IT Telecom	155.80
ITU, Inc	200.94	L/B Water	130.71
Manufacturer & Business	319.00	Mineweaser, Todd	65.50
National Fuel	493.27	Nationwide	275.00
Northwest – VISA	480.88	Northwest Loans	9,108.85
PACE	2,040.66	Patriot Training	525.00
Penelec	9,411.91	Pitney Bowes	502.25
Sam’s Club	555.28	Selective Insurance	51,944.00

Sharon Wagner	255.00	Smethport Borough	30.00
Strate Welding Supply	67.59	Swanson, Bevevino	750.00
Techsulere	250.00	Times Observer	286.00
TWAC	1,500.00	Twenty5 Supply	81.21
U.S. Municipal	105.16	UBEO Services	173.29
United Refining	1,277.86	UPMC Health	14,716.85
Verizon Wireless	212.75	Vision Benefit	100.94
Waste Treatment	5,811.74	Wendy Wilcox	25.00
WestPA	84.44	Youngsville Hardware	70.48
Youngsville Public Library	6,000.00	YVFD Relief Association	7,792.82
Zito	150.00		

TOTAL SEPTEMBER EXPENSES: \$219,171.68

Old Business:

- **ABM** – ABM was not present during the meeting.
- **Budget Meeting Calendar** – Council should have received a copy of the scheduled budget meetings in their packets. Any concerns can be addressed with Ms. Wilcox.
- **Surplus Equipment Bids** – The bids have been closed for the two pieces of equipment that was agreed to be posted on Municibid. The highest bid for the 2013 Ford Interceptor was \$2,700.00 to Jeff Kocher. The highest bid for the 2005 Henderson Salt Spreader was \$100.00 to Robert Storm. A motion to accept both bids was made by Mr. Brewster, seconded by Mr. Clawson and unanimously carried.
- **ARPA** – It has been discussed in prior meetings to use the remaining ARPA funds of \$77,374.63 towards our Pennvest loan for the North Main Street project. The current balance of the loan is \$147,568.72. Using the ARPA funds would decrease the balance \$70,194.09. A motion to apply the remaining ARPA funds towards the North Main Street Pennvest loan was made by Mr. Brewster, seconded by Ms. Leamon and unanimously carried.

New Business:

- **Resolution 6-2024, Police Pension Member Contribution** – The Police Pension Committee met and after reviewing the funds they have made a suggestion to waive the member contributions for 2025. A motion to pass Resolution 6-2024, Police Pension Member Contribution was made by Mr. Brewster, seconded by Mrs. Cowan. A roll call vote was recommended. Rick Brewster – yes, Eric Mineweaser – abstained from voting, Nicole Cowan – yes, Dustin Schwab – yes, Catrina Leamon – yes, Sharey Sveda – yes, and Troy Clawson – yes.
- **MMO Police Pension** – It was proposed that the Borough put in the market value amount needed to keep the 2025 plan viable which is \$68,698.00. A motion to authorize the market value of \$68,698.00 for the 2025 MMO was made by Mr. Brewster, seconded by Mr. Clawson. A roll call vote was recommended. Rick Brewster – yes, Eric Mineweaser – abstained from voting, Nicole Cowan – yes, Dustin Schwab – yes, Catrina Leamon – yes, Sharey Sveda – yes, and Troy Clawson – yes.
- **MMO Money Purchase Pension Plan** – The minimum obligation for the MMO for the non-uniform plan is \$44,189.36. A motion to accept the minimum amount of \$44,189.36 was made by Mr. Clawson, seconded by Mr. Brewster, all in favor.
- **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. Resolution 7-2024 was tabled until discussed during budget meeting.
- **Halloween** – Trick or Treating will be held on Thursday, October 31st from 6pm – 8pm.
- **Christmas Party** – The annual Christmas party has always been funded by the employees. Right now, the employee fund stands at \$1,112.94. which is less than what it cost for past parties. Council members agreed that if they want to attend, they are willing to pay their own way. Ideas are welcome.

Executive Session: Council went into executive session at 5:08pm and returned at 5:13pm.

Adjournment: A motion to adjourn was made at 5:19 pm by Mr. Mineweaser, seconded by Mr. Clawson and unanimously carried.

Allie Benedict, Secretary