

Youngsville Borough Council
Regular Meeting – April 14, 2025
Youngsville Borough Municipal Building

Former Vice President Nicole Cowan called the meeting to order at 4:30 p.m. Invocation was led by Mrs. Leamon followed by the Pledge of Allegiance.

Present: Council Members: Rick Brewster, Eric Mineweaser, Nicole Cowan, Dustin Schwab (arrived at 4:54pm), Catrina Leamon, Sharey Sveda, and Troy Clawson (arrived at 4:35pm). Also attending were Borough Manager Wendy Wilcox, Borough Secretary Allie Benedict, PWD Foreman Mark Theuret, PWD Stacey Cratty, YPD Chief Mineweaser and Solicitor Tim Bevevino and Junior Council Member Michael Carnahan.

Minutes: A motion to approve the minutes of the regular council meeting on March 10, 2025 was made by Mr. Brewster, seconded by Mrs. Leamon and unanimously carried.

Recognition of Visitors:

Terry Jane Chiaravalloti, 427 College Street, was grateful for the clean up of the property at 114 East Main. Ms. Chiaravalloti brought up the idea of possibly coordinating a group to help those in need for the Borough's spring clean-up that is taking place May 17th. She also inquired about the closing of the high school.

Julie Eckstrom, 108 Mill Street, attended to observe.

Amendment to the Agenda: A new formatted resolution was received in order to apply for the PennVest loan/grant for the capital water project which would be Resolution 11-2025.

Correspondence –

- Meredith McIntosh sent a thank you to Chief Mineweaser for his twenty-five years of service and continued service.
- Reservations for the McWaPEC meeting are being accepted until April 18th which is being held April 24th at the Youngsville Fire Hall.
- The Youngsville High School Alumni thanks the Borough for previous support in the past and would like to ask for a hole sponsorship for the 2025 golf tournament. A motion to authorize a donation of \$100.00 for a hole sponsorship was made by Mr. Brewster, seconded by Mrs. Leamon and unanimously carried.
- Jefferson DeFrees Family Center is conducting a feasibility study to build a Children's Museum. A location has been secured. Ms. Wilcox was asked to join the stakeholder committee.
- A thank you letter was received from WGH Cancer Center for the \$50.00 memorial donation that was made by Borough employees in the memory of Caroline Johnson.
- The Eisenhower Band Booster are asking for support to help fund their 2025 season and to send the kids to the Atlantic Coast Championships.
- Danielle Elchynski, owner of Miss Mille's, sent thank you cards to Chief Mineweaser and Mrs. Wilcox thanking them for their support during her 20th anniversary. Ms. Elchynski also thanked Chief for his twenty-five years of service.
- Dexter See, Chairman of the Zoning Board, has resigned from his position. There is also a vacancy on the Planning Commission with the passing of Les Sanford. The vacancies will need to be filled.

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

Reports -

Secretary/Treasurer –

- At the end of March there was a balance of \$2,266,914.99 in all accounts.
- The tax collection expenses will be over budget this year because of county taxes now being mailed separately as county/township and school.

Manager –

- The Heart & Soul action plan is finalized and being printed. It will be available at May's meeting.
- Ms. Wilcox has been in contact with the engineer who completed the Borough's 2008 streetscape plans to see if he could visit the Borough and give us insight for the need to update the plans.
- Lonnie, owner of 114 East Main Street, has asked the Borough if they would have interest in a long-term lease on 2/3 of the property. He would keep the other 1/3 to allow for food trucks when there are events at the new park. Council declined and asked Ms. Wilcox to reach back out to Lonnie for a price to purchase the whole lot in hopes to bring a new business into the Borough.

Boards and Commissions –

- A Night at the Races took place at YVFD which resulted in a good turnout bringing in approximately \$3,900.00.
- Warren Worx and Youngsville Cable company have been in discussion about providing three hot spots in the downtown area to include Island Park, Railroad Street/East Main Street and Thatchers Lane at BVSP. Warren Worx is capable of funding the Island Park and Railroad/East Main hot spot. They would need funding for Thatchers Lane and would like to present information to the Recreation Committee for possibly funding. The hot spots would include the capability of having security cameras.

YPD –

- There have been many complaints/issues with the parking in front of The Factory. Chief Mineweaser thinks it can be clarified with painting the curbs. It will have to wait until after the streets are swept so it can be re-marked.
- There have been many complaints about residents burning. YPD are educating the residents on the burning ordinance and the permit requirement.

PWD –

- The new F-550 dump truck is in service.
- The containers for spring clean up have been ordered.
- The sewer line project on Pierson Street is in progress.
- Mowing equipment has been serviced and is ready to go.
- Eighth street paving project is going out for bid and bids will be opened at the June 9th meeting.
- There was another water leak at Kwikfill. The entire line was replaced to the main line to avoid any further leaks.
- BVSP repairs will start in May.
- PWD has a goal of putting the Hometown Hero banners up before the Hodak funeral procession on May 19th. Its dependent on available staff.
- The street sweeper will be here May 5th – 9th.
- There a few signs along Route 6 that are faded and could be replaced. Mr. Theuret will contact PennDOT to see whose responsibility it is.

Motion to accept the March bills for payment made by Mr. Mineweaser, seconded by Mr. Brewster and unanimously carried by voice vote. Mr. Schwab did not need to abstain from voting as he was absent for the approval of the bills.

April 2025 Expenses:

A.R Beatty	172.98	Alexandra Benedict	50.00
Anderson Cleaners	75.20	Barbara Young	50.00
Barnhart-Davis Company	232.37	Buffamante Whipple	15,900.00
Burrell Enterprises	653.95	Catering Plus	688.00
Cintas	124.92	Clement Motors	10.92
Commonwealth of PA	2,000.00	Companion Life	1,127.72
DDTA	252.00	Dearborn Life Insurance	369.52
Definiti	2,438.09	EagleZip	97.21
Emergycare	925.00	Erie Insurance	193.00
Erika Grubbs	367.50	Glenn O. Hawbaker	1,193.11
Industrial Welding & Fab	2,648.10	IT Telecom	154.79
ITU	200.94	L/B Water	114.70
Lexis Nexis	126.63	Lowe's	326.52
Melzer's Fuel Service	1,071.59	Mineweaser, Todd	162.00
National Fuel	2,687.22	Nationwide	250.00
Niemeyer, Cindy	270.00	Northwest – VISA	2,915.99
Northwest Loans	12,050.70	PACE	1,456.70
Penelec	10,020.22	Quick Solutions	1,008.37
S&D Calibration Services	96.00	Sam's Club	109.91
Sample News Group	100.00	Sharon Wagner	367.50
Southpaw Signs	305.00	Strate Welding Supply	67.59
Suit-Kote Corporation	2,863.79	Swanson, Bevevino, Sharp	750.00
Techsulere	500.00	Tri-State Mulch	1,352.00
Twenty5 Supply	84.24	Ubeo LLC	261.64
United Refining Company	802.35	UPMC Health Plan	12,208.05
USA Blue Book	272.59	Verizon Wireless	332.88
Vision Benefits of America	81.20	Waste Treatment Corp	6,618.29
Wendy Wilcox	65.74	WestPA.net	84.44
YHS Scholarship Fund	100.00	Youngsville Hardware	249.87
Zito Media	150.00		

TOTAL APRIL EXPENSES: \$90,209.04

Old Business:

- **ABM, Resolution 11-2025 Pennvest Application** – Resolution 11-2025 is an amended resolution for the submittal of the Pennvest application for the water project being coordinated through ABM. A motion to accept Resolution 11-2025 was made by Mr. Mineweaser with the understanding that it will be amended to omit sewer system, seconded by Mr. Brewster and unanimously carried.
- **Employee Handbook** – Ms. Wilcox thanks all for their work and input on putting together the new employee handbook.
- **Fairmont Park** – The C2P2 grant application has been submitted and ROY will know if it was awarded sometime in October. Commitments have been received to continue the project as phases. A banner of the park will be revealed before Warren Gives which is on May 14th. The name of the park is not set in stone. A possible survey may go out to let the community have an opinion on the naming of the new park.
- **Bonding** – A quote was acquired for increasing Cindy Niemeyer's, Borough Clerk, bond to \$100,000.00 to match the other office staff. Her bond price will increase \$50.00 per year. Council agreed to increase the bond.

New Business:

- **Resolution 7-2025, Authorizing Small Borrower, F-550 Truck** – The USDA currently has a freeze on their monies due to changes at the federal level. However, the grant/loan monies are still

obligated for the F-550 truck though. Resolution 7-2025 authorizes small borrower for capital purposes under local government unit debt act stating the Borough will have a loan in the amount of \$49,900 for the F-550. A motion to accept resolution 7-2025 was made by Mr. Brewster, seconded by Mrs. Cowan. Miss. Sveda abstained from voting, all other in favor.

- **Resolution 8-2025, Issuance of a General Obligation Note, F550 Truck** – Resolution 8-2025 states that a Capital Reserve account will be formed for the issuance of the general obligation note in the amount of \$49,900 for the F-550. A motion to accept resolution 8-2025 was made by Mr. Brewster, seconded by Mrs. Cowan. Miss. Sveda abstained from voting, all other in favor.
- **Resolution 9-2025, Non-uniform Personnel Policy Handbook** – A motion to accept and pass the updated non-uniform personnel policy handbook was made by Mr. Brewster, seconded by Mrs. Leamon and unanimously carried. The new handbook will be provided to employees on April 13th.
- **Resolution 10-2025, County Aid** – A motion was made by Mr. Brewster to apply for our County Liquid Fuels in the amount of \$2,433.00 seconded by Mrs. Leamon and unanimously carried.

Executive Session: Council went into executive session at 5:29pm to discuss personnel and financial matter and returned at 5:48pm.

Adjournment: A motion to adjourn was made at 5:48pm by Mr. Schwab seconded by Mrs. Cowan and unanimously carried.

Allie Benedict, Secretary