

**COUDERSPORT BOROUGH COUNCIL  
REGULAR MONTHLY MEETING  
APRIL 17, 2024  
5:45 PM**

The Coudersport Borough Council held their regular monthly meeting on Wednesday, April 17, 2024 at the Coudersport Borough Maintenance Facility at 46 Damascus Road.

The meeting was called to order by Council President Wayne Hathaway who led all present in the Pledge of Allegiance.

**ROLL CALL**

Present were council members Wayne Hathaway, Martin Fry, Jesse Minor, Abigail Rossman, Dennis Goodenough and Jack Keifer.

Also present were Mayor Andy Dubos, Manager Bev Morris, Police Chief Curt McClain, Officer Ian Creech, Todd Brown, Donna Leshandra, Wayne Wentzel, Bryan Phelps, Gary Buchsen, Linda Lane, Dale Anderson, Penny Thomas, Bill Daly and Kyle Maxson.

**ADDITIONS TO THE AGENDA**

It was motioned by Councilman Fry, seconded by Councilman Keifer to add Resolution 2024-2 Application for County Aid to the agenda. Motion unanimously carried.

**VISITORS REQUESTS AND COMMENTS**

**PICKLEBALL**

Bill Daly, Linda Lane and Penny Thomas were all present to inform council of the tremendous turn out they have had for Pickleball all winter and are looking forward to getting back to CARP. The group is looking for a location to have four courts permanently located. In the meantime they are requesting using the courts at CARP twice a week for Pickleball usage and two Saturday's a month for beginner's clinics.

**GARY BUCHSEN PROJECT 8662BUC 062-008-020 & 062-008-49**

Mr. Buchsen was present with a proposed plan to combine the lots into one lot for the purpose of constructing a 40 x 80' building for a seasonal market (cider mill, donuts, pumpkins, plants, etc). This proposed plan has been reviewed and approved by the Coudersport Borough Planning Commission. It was motioned by Councilman Keifer, seconded by Councilman Minor to approve this plan for signatures contingent upon the review of the Solicitor and review of the Potter County Planning Commission. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes, No.

**Morgan AM&T WATER SUPPLY**

Bryan Phelps, Fire Chief for Coudersport Vol. Fire Dept. was present to request Borough Council to run water lines to Morgan AM&T for fire suppression. Chief Phelps was informed that this is a matter for the Coudersport Borough Authority and their meeting is Thursday, April 18, 2024 at 6:30 pm.

#### **TRAFFIC SIGNAL MAIN AND CHESTNUT**

Dale Anderson was present to express his frustration with the traffic signal at the Main and Chestnut St. intersection. Manager Morris explained that the lights have not worked correctly for a number of years and requires new radar. After many years of requesting funding from the Penn DOT ARLE grant, Penn DOT has radar for us and this unit will be installed and reprogrammed on Monday, April 22, 2024. Mr. Anderson also recommended a four way stop be put there instead of traffic signals or at least have the lights flashing after a certain hour. Todd Brown stated that for developmental purposes a traffic signal there is a must.

#### **APPROVAL OF MINUTES**

It was motioned by Councilman Goodenough, seconded by Councilman Keifer to approve the minutes of March 20, 2024 as approved as presented. Motion unanimously carried.

#### **VOUCHER LIST**

It was motioned by Councilman Fry, seconded by Councilman Minor to approve the voucher list in the following amounts: General Fund \$81,011.91, Water Operating Fund \$27,453.10 Sewer Operating Fund \$50,181.32, Street Lighting Fund \$3,701.16, Fire Protection Fund \$1,815.00, Recreation Fund \$1,400.34 and Library Fund \$8,564.00. No discussion, roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes 0 No.

Monthly reports received were the meeting notes, voucher list, fund balance, treasurer's report and police report.

#### **OLD BUSINESS – NONE**

#### **NEW BUSINESS**

**QUOTES FOR SIDEWALK INSTALLATION – None were received.**

#### **MANAGER'S REPORT**

The Coudersport Borough Authority (water) will meet on Thursday, April 18, 2024 at 6:30 pm at maintenance facility. The Coudersport Area Municipal Authority will meet on Monday, April 22, 2024 at 6:30 pm at the wastewater treatment plant. All are welcome.

#### **ROSS GLEN PROJECT**

Contracts have been signed and notice to proceed has been issued. Pre construction meeting to be held soon. Letters to all residents explaining project has been sent.

## **POWER OUTAGE UPDATE**

Tentative date for outage is Wednesday, May 1, 2024. Borough office has a map of affected areas within the Borough. When date is confirmed a notification will be issued to residents.

## **VOTING DELEGATE AT PSAB CONFERENCE**

It was motioned by Councilman Fry, seconded by Councilperson Rossman to appoint Beverly Morris as voting delegate at the PSAB Annual Conference. Motion unanimously carried.

## **MAYOR'S REPORT**

Mayor Dubots reported that he will perform a wedding on May 4, 2024.

## **POLICE CHIEF'S REPORT**

Officer Creech was selected to attend a wiretapping class. The county will pay for the class. It was motioned by Councilman Goodenough, seconded by Councilman Minor for Coudersport Borough to pay for lodging and meals. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes 0 No.

## **SOLICITOR'S REPORT – NONE**

## **COMMITTEE REPORTS**

## **PERSONNEL/POLICE**

## **RESIGNATION OF CHIEF WATER OPERATOR**

It was motioned by Councilperson Rossman, seconded by Councilman Keifer to accept the resignation of Stacey Snyder with regret. Motion unanimously carried.

## **ADVERTISEMENT FOR WATER TRAINEE**

It was motioned by Councilman Fry, seconded by Councilman Goodenough to ratify the advertisement for a water department trainee. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes 0 No.

## **APPOINTMENT OF CHIEF WATER OPERATOR**

It was motioned by Councilman Keifer, seconded by Councilperson Rossman to appoint Robert D. Gross, Jr. as chief water operator. Motion unanimously carried.

## **UTILITIES, STREETS, BRIDGES AND TREES – Covered under Visitors**

## **PROPERTY AND EQUIPMENT – NONE**

## RECREATION/LIBRARY

### **SWIM LESSONS**

Councilperson Rossman spoke on information she received from “Friend’s of the Pool” who in the past has solicited funds for free swim lessons and that group is not soliciting for funds this year. UPMC Cole has stated they will donate \$1,000. Potter County may be contributing, but there donation would have to be used for low income. Discussion followed on the correct way to either earmark these donations for low income families or to split the cost evenly for all. The Potter Leader will print an article on how citizens can contribute for free swim lessons.

After discussion it was motioned by Councilman Minor, seconded by Councilman Keifer that the cost of swim lessons for 2024 will be \$45 per child. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes 0 No.

### **POOL PASSES**

It was motioned by Councilman Goodenough, seconded by Councilman Keifer to raise the price of pool passes for 2024 by 15%, giving authority to the Borough Manager to round these charges off. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes 0 No.

## **FINANCE AND ORDINANCE**

### **RESOLUTION 2024-2 COUNTY AID**

It was motioned by Councilman Fry, seconded by Councilman Goodenough to approve Resolution 2024-2 the request for County Aid in the amount of \$4,807.68. Roll call: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes 0 No.

### **PUBLIC COMMENT**

Fire Chief Phelps wanted to publically acknowledge the water department for how well they work with the Fire Dept.

### **PICKLEBALL**

Councilman Goodenough asked about granting permission to the Pickleball Club to use CARP Tuesday and Thursday evenings and a few Saturday’s for Pickleball usage. As the courts are available for public usage, Council felt the club can use the Pickleball courts as proposed.

### **CRITTENDEN BUILDING**

Councilperson Rossman questioned the full dumpsters on West Second Street and the bricks falling off of the top front of the building on the Main St. side.

It was motioned by Councilman Fry, seconded by Councilman Keifer to authorize Borough Manager to contact ERB Inspections and Sol. Glassmire and to have a letter be sent to the property owner and to have the police cite the owner on recommendations from the Solicitor and ERB Inspectors. Motion unanimously carried.

#### **COUNCIL COMMENTS**

Councilman Minor would like to review the contracts that are up for renewal this year.

Councilman Keifer asked if the water issue at the tennis/bball/Pickleball courts is the same water issue at the volleyball courts. It was stated that the water issues at the courts is because they are in the water retention area during a high water event. The volleyball area is wet from sitting at the base of a hill where there is a lot of water runoff.

#### **ADJOURNMENT**

As there was no further business to discuss the meeting adjourned at 7:23 pm.

Respectfully Submitted,

Beverly Morris, Secretary