

**COUDERSPORT BOROUGH COUNCIL
REGULAR MONTHLY MEETING
AUGUST 20, 2025
5:45 PM**

The Coudersport Borough Council held its regular monthly meeting on Wednesday, August 20, 2025 at the Coudersport Borough Maintenance Facility on Damascus Street.

Council Vice President Craig Miller called the meeting to order at 5:45 pm and led all present in the Pledge of Allegiance.

ROLL CALL

Present at the meeting were Council members Abigail Rossman, Dennis Goodenough, Chris Wilson, Craig Miller, and Jack Keifer.

Also present were Solicitor Daniel Glassmire, Mayor Andy Dubots, Police Chief Curt McClain, Officer Jarod White, Manager Todd G. Brown, Todd Brown, Jordan Leete, Chuck Jewell, David Dupont, Tony Cowburn, Eric Foust, Bryan Phelps, Tammy Gepfer, and Jason Childs.

ADDITIONAL AGENDA ITEMS

None

VISITOR'S REQUESTS AND COMMENTS

Tammy Gepfer from Teacher's Pet Rescue was present to ask for the use of the CARP large pavilion and the Rigas baseball field on October 18, 2025 for a Spooktacular adoption. The goal of the event is to "clear the kennels" and find loving, permanent homes for as many adoptable dogs as possible. There will be family activities such as raffles, face painting, games, trunk or treat, food vendors, free dog training sessions, K9 demonstrations and many more activities for the community.

It was motioned by Councilperson Rossman, seconded by Councilman Goodenough to approve the Spooktacular adoption for October 18, 2025 at CARP subject to the date being available.

Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Goodenough Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

Jason Childs with the Conservation District was present and stated the District Chairman, Earl Brown, has been with them for 37 years. They would like to dedicate the small pavilion at CARP to him. They would also like to do some renovations to the pavilion such as a new concrete pad,

pressure washing, new paint, providing a gravel walkway with a bench and plaque with Earl's name on it.

It was motioned by Councilman Goodenough, seconded by Councilperson Rossman to accept the renovations and dedication to Earl Brown from the Conservation District. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Goodenough Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

Tony Cowburn was present to ask about why a police report had been taken off the Facebook page. Mayor Dubots stated there were questions and Chief of Police states that it didn't fit there policy and procedures.

Bryan Phelps would like the Water Operator to address the hydrants on East Second Street. Bryan would like to thank the Borough crew for helping when there were power lines down and Councilman Goodenough and Councilman Miller for attending the family fun day town meeting.

Chief Phelps will be meeting with the Borough Manager to provide the 2026 fire department contract.

APPROVAL OF MINUTES

It was motioned by Councilman Wilson, seconded by Councilman Keifer to approve the minutes of the July 9, 2025 meeting as presented All in favor, motion carried.

VOUCHER LIST

It was motioned by Councilperson Rossman, seconded by Councilman Goodenough to approve the voucher list in the following amounts: General Fund \$88,693.07, Water Operating Fund \$46,453.85, Sewer Operating Fund \$45,888.27, Capital Reserve Fund \$0.00, Street Lighting Fund \$7,092.99, Fire Protection Fund \$1,238.00, Recreation Fund \$34,368.74, Library Fund \$65.00, and Volunteer Ambulance \$0.00. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Goodenough Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

REPORTS RECEIVED: meeting notes, voucher list, fun balances, treasurer's report and police report.

OLD BUSINESS

None

NEW BUSINESS

Sidewalk repairs

We have received a quote from Concreteman in the amount of \$ 6,100. Manager Brown would like this to be completed by the end of this year. If Concreate man cannot make it until 2026 and our crew can fit, it in their schedule before then we will do it in house.

It was motioned by Councilperson Rossman, seconded by Councilman Goodenough

to approve the Concreteman quote of \$6100 for the concrete work in the Borough, subject to whomever can get the work done this year. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Goodenough Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

Donation of 2026 Pool Pass for raffle and auction.

Pool pass request for donation for Joe Marzo benefit that will be held at the Coudersport Golf course on August 31, 2025.

It was motioned by Councilman Goodenough, seconded by Councilperson Rossman to approve a 2026 Pool Pass for the Joe Marzo benefit. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Goodenough Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

Pool pass request for donation for the golf course auction that will be held at the Coudersport Golf course on September 13, 2025. It was motioned by Councilman Keifer, seconded by Councilman Wilson to approve a 2026 Pool Pass for the Golf course auction. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Goodenough Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

Stop Sign at Gordinier and Dwight Street

We had a request from a resident about putting a stop sign on Gordinier street and Dwight Street intersection. Chief of Police stated there have not been many crashes since he has been working at the PD.

Ordinance for short-term rentals

Another letter from ERB Inspections has been sent to residents that have short-term rentals that have 10 plus people. Councilperson Rossman would like to have an Ordinance in place for the short-term rentals within the Borough of Coudersport. The new letter was from Vance at ERB Inspections. Solicitor Glassmire reads the letter, "I have been under pressure from the Municipalities to enforce regulations for short-term rentals more stringently." Council would like to have the ordinance committee, Will Hunt, Manager Brown and Solicitor Glassmire meet to discuss putting an ordinance in place for the Borough.

MANAGER'S REPORT

Reimbursement for Solicitor Glassmire for Borough Solicitor Association dues in the amount of \$250. It was motioned by Councilperson Rossman, seconded by Councilman Keifer to approve the reimbursement of \$250 to Solicitor Glassmire for the Borough Solicitor Associations dues.

Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Goodenough Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

MINIMUM MUNICIPAL OBLIGATION

2026 Minimum Municipal Obligation was motioned by Councilman Wilson, seconded by Councilperson Rossman to table the MMO until September 10, 2025 meeting. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Goodenough Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

RESOLUTION 2025-9 Transfer of title of a sold vehicle

It was motioned by Councilman Goodenough, seconded by Councilman Keifer to approve Resolution 2025-9 to allow the Manager to transfer the title of the 2018 Dodge Charger. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Goodenough Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

MAYOR'S REPORT

Trunk or Treat will be held at Borough office from 4pm to 5:30 pm and Trick or Treating from 6 until lights out on November 1, 2025. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Goodenough Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

CHIEF OF POLICE REPORT

Nothing in addition to the report

SOLICITOR REPORT

Solicitor Glassmire has a lot of projects in the works and wants to commend Manager Brown on taking charge from the start of his manager's position.

COMMITTEE REPORTS

PERSONNEL/ POLICE

Councilman Wilson reported that union negotiations are still ongoing.

PROPERTY AND EQUIPMENT

The 2018 Dodge charger was sold on Municibid for \$13,800. It was motioned by Councilman Wilson, seconded by Councilman Goodenough to approve the sale of the 2018 Dodge Charger for \$13,800 to Emergency Vehicle Resources. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Goodenough Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

4 Truck tires were sold on Municibid to John Clay in the amount of \$500.

It was motioned by Councilman Goodenough, seconded by Councilperson Rossman to approve the sale of the 4 truck tires to John Clay. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Goodenough Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

RECREATION/LIBRARY

It was motioned by Councilman Wilson, seconded by Councilman Goodenough to approve the dog training once a month at the volleyball courts of CARP. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Goodenough Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

FINANCE & ORDINANCE

There were additional discussion on the vacant properties in the borough including 798 North Main St, 17 Woodlawn Ave, 14 South Main St, and 133 North Main St.

PUBLIC COMMENT

November 1, 2025 at 7:30 am there will be a township meeting at the fire department.

COUNCIL COMMENTS

Food Fun Fridays

New business coming to main street please welcome Sweet Aloe & Things on September 1st

Rotary are going to be refurbishing the Welcome to Coudersport signs.

The Community Kitchen will be starting back up on September 6, 2025 and is held at the Catholic Church from 10 to noon.

ADJOURNMENT

As there was no further business to discuss the meeting adjourned at 7:31 pm.

Respectfully submitted,

Holly Hyde

