

**COUDERSPORT BOROUGH COUNCIL
REGULAR MONTHLY MEETING
AUGUST 21, 2024
5:45 PM**

The Coudersport Borough Council held their regular monthly meeting on Wednesday, August 21, 2024 at the Coudersport Borough Maintenance Facility at 46 Damascus Road.

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

ROLL CALL

Present were councilmember's Wayne Hathaway, Martin Fry, Jack Keifer and Abigail Rossman. Councilman Goodenough was not in attendance.

Also present were Mayor Andy Dubots, Manager Beverly Morris, Donna LeSchander, Dave DuPont, Craig Miller, Emily Miller, Mark Miller, Tony Cowburn, Mike Spencer, Evan Rodriquez, Dixie Eschrich , Heidi Klutschkowski and Officer Jared White.

RESOLUTION 2024-5 APPOINTMENT TO COUNCIL

After seven candidates for the vacated position in Ward 2 of Borough Council were conducted it was motioned by Councilman Keifer, seconded by Councilperson Rossman to adopt Resolution 2024-5 the appointment of Craig Miller to serve out the term of Jesse Minor. Roll call vote taken: Councilman Keifer Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilperson Rossman Yes. Motion carried 4 Yes 0 No.

SWEARING IN OF COUNCILMAN MILLER

Mayor Dubots administered the oath of office to Craig Miller, who then took his seat at the table.

VISITORS REQUESTS AND COMMENTS

MAPLE STREET DAYCARE – ZONING ISSUE

Evan Rodriquez and Dixie Eschrich were present to inquire why they would have to go through the Zoning Hearing Board as they want to put a daycare in their recently purchased home at 406 E. Maple Street. Mr. Rodriquez states that state law requires them to be in a residential zone. Manager Morris replied that a residential zone property does not allow for a daycare and the zoning hearing board has the capacity to grant a special exception.

Mr. Rodriquez expressed his displeasure of having to spend \$350 for a hearing and the Borough Council does nothing about short term rentals that are commercial businesses.

Councilmember's stated that short term rental issues are being discussed and Mr. Rodriquez may call Solicitor Dan Glassmire if he so pleases.

AMBULANCE HALL LIGHT

Heidi Klutschkowski, 8 Ludwig Lane was present to request the outdoor light at the ambulance hall be shielded as it shines in her yard and is very bright and blinding. Mayor Dubots stated he will look into this.

SHORT TERM RENTALS – DAVE DUPONT

Mr. DuPont was present as he wanted to hear what Sol. Glassmire would be reporting on short term rentals. He was informed that Sol. Glassmire would not be able to attend this evening but wanted Council to know that he received the letter from Erb Inspections.

REQUEST TO EXCAVATE THE STREET FOR DRAIN – MIKE SPENCER

Mr. Spencer was present to request permission from Council to excavate South East Street in front of his house to install a drain from his roof drains that would flow into the catch box across the street. Manager Morris had told him that she did not want to do this as this street was being paved in a couple of weeks and there is a water line and a gas line in the way but that he was welcome to approach Council for permission.

Mr. Spencer stated that he would pay for this project and he does not feel that there would be any issues with paving as this line crossing would be compacted. He stated that he has a crew ready. Council requested Manager Morris get in touch with the Solicitor and Engineering to get professional opinions. Mr. Spencer requested these opinions be in writing.

TRUCKS PARKED ON MAIN STREET

Mr. Spencer inquired about trucks parked at meters that were doing work in/at storefronts and if they have gotten a permit and are they required to pay the meters when parked there as this would be a loss of revenue for the Borough.

Manager Morris stated that permits were issued through the police department for trucks to be parked while some sort of construction/moving/painting project was occurring. Ms. Eschrich stated she inquired about a parking pass in front of her current daycare center on Main Street and was told there were not available.

APPROVAL OF MINUTES

It was motioned by Councilperson Rossman, seconded by Councilman Keifer to approve the minutes of July 17, 2024 as presented. Motion unanimously carried.

VOUCHER LIST

It was motioned by Councilman Fry, seconded by Councilman Keifer to approve the voucher listing in the following amounts General Fund \$45,570.17, Water Operating Fund \$36,635.05, Sewer Operating Fund \$44,278.04, Highway Aid Fund \$5,587.24, Street Lighting Fund \$3,775.82, Fire Protection Fund \$842.00, Recreation Fund \$34,285.36. Roll call vote taken: Councilman Keifer Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Miller Yes and Councilperson Rossman Yes. Motion carried 5 Yes 0 No.

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

NEW BUSINESS

HALLOWEEN ACTIVITIES

PARADE

It was motioned by Councilman Keifer, seconded by Councilperson Rossman to approve the Rotary Halloween Parade on October 26, 2024 with line up on Third Street and the parade beginning at 3:00 pm traveling Main Street to the Gunzburger Building. Motion unanimously carried.

TRUNK N TREAT AND TRICK OR TREAT

It was motioned by Councilman Fry, seconded by Councilperson Rossman to approve Trunk N Treat at the Borough office parking lot from 4 pm to 5:30 pm and Trick or Treat throughout the town from 6 pm till 9 pm. Motion unanimously carried.

ROTARY PICKLEBALL TOURNAMENT

The Coudersport Rotary and the Pickleball Club are requesting to have a Pickleball tournament on Saturday, October 5, 2024. They are requesting use of the courts, electric and use of the restrooms. Manager Morris raised a concern with the electric around the courts as they have been underwater. Council advised that an estimate be obtained from an electrician on the electric and report back to Council at the September meeting.

It was motioned by Councilperson Rossman, seconded by Councilman Keifer to approve the request with the stipulation that they reserve the pavilion at the normal cost of \$100. Roll call vote taken: Councilman Keifer Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Miller Yes and Councilperson Rossman Yes. Motion carried 5 Yes 0 No.

MANAGER'S REPORT

CBA met on August 15, 2024 and CAMA meets on August 26, 2024. All are welcome to attend.

DUNKIN UPDATE

Manager Morris reported to Council that the requests and comments of Council, Borough Planning and County Planning have been received by Dunkin's engineering/architecture and are being incorporated into the plans. Council will not be signing new plans until they have been reviewed. The Sewer Module for Dunkin has been reviewed by CAMA board members and their engineer and verified that there is enough of capacity. The Sewer Module needs to be signed by the municipality. It was motioned by Councilman Fry, seconded by Councilman Keifer to approve signing the Sewer Module for the proposed Dunkin. Motion unanimously carried.

PSAB CONFERENCE – FREE PASS

Manager Morris has a free conference pass to the PSAB 2024 Fall Leadership Conference to be held in Lancaster, October 11-13, 2024 for first time attendees. Manager Morris asks that Council let her know as soon as possible if anyone will be attending before it goes to McWaPEC.

MAYOR'S REPORT

Mayor Dubots reported on the effects of Hurricane Debbie that hit on August 8, 2024. Compared to other communities, Coudersport Borough was lucky. The channel wall was briefly breached past the Chestnut St. Bridge. It was motioned by Councilman Miller, seconded by Councilperson Rossman to ratify the Emergency Disaster Declaration.

POLICE CHIEF'S REPORT

Chief McClain was not in attendance so Manager Morris brought to Council that a Model A Club would be traveling to Coudersport to visit the Ness Museum and have lunch at Kaytee's. The Ness Museum is requesting bagging of meters on the west side of Main St. and the north side of W. 2nd St to allow these antique vehicles to park. It was motioned by Councilman Fry, seconded by Councilman Miller to allow the bagging of meters for this event. Roll call vote taken: Councilman Keifer Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Miller Yes and Councilperson Rossman Yes. Motion carried 5 Yes 0 No.

SOLICITOR'S REPORT Tabled

COMMITTEE REPORTS

PERSONNEL/POLICE

It was motioned by Councilman Fry, seconded by Councilperson Rossman to approve the hiring of John Fitzgerald as a full time employee with benefits effective August 28, 2024 as this is when his probationary period ends. Roll call vote taken: Councilman Keifer Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Miller Yes and Councilperson Rossman Yes. Motion carried 5 Yes 0 No.

PROPERTIES AND EQUIPMENT

SALE OF 2016 FORD F550 – MUNICIPAL

It was motioned by Councilperson Rossman, seconded by Councilman Keifer to approve the sale of the 2016 Ford F550 and Fisher plow to John Disandro in the amount of \$32,650. This is an as is sale and there is no warranty.

Roll call vote taken: Councilman Keifer Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Miller Yes and Councilperson Rossman Yes. Motion carried 5 Yes 0 No.

RECREATION/LIBRARY

Manager Morris reported that the 2024 pool season has come to a close.

FINANCE/ORDINANCE

The 2025 Minimum Municipal Obligation was tabled until the September meeting.

PUBLIC COMMENT

Tony Cowburn stated that the channel did its job during Hurricane Debbie.

ADJOURNMENT

As there was no further business to discuss the meeting adjourned at 7:10 pm.

Respectfully submitted,

Beverly Morris, Secretary