

**COUDERSPORT BOROUGH COUNCIL
SPECIAL MEETING
DECEMBER 10, 2025
6:15 PM**

The Coudersport Borough Council held a special meeting on Wednesday, December 10, 2025 at the Coudersport Borough Maintenance Facility on Damascus Street.

Council Vice President Craig Miller called the meeting to order at 6:15 pm and led all present in the Pledge of Allegiance

ROLL CALL

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

Also present was Mayor Andy Dubots, Manager Todd G. Brown.

VISITOR'S REQUESTS AND COMMENTS

Also present was visitor Mike Spencer who arrived at the end of the meeting.

2026 Coudersport Volunteer Fire Department Contract

It was motioned by Councilman Goodenough, seconded by Councilman Keifer to approve the Borough Council of Coudersport hereby moves that the Coudersport Volunteer Fire Department shall provide to the Borough Council, by the end of August each year, a comprehensive year-to-date financial report covering the period from January 1 through August 31. This report shall include the department's financial position, profit and loss statement, balance sheet, fundraising status (including revenues raised and sources), debt servicing plans, proposed capital spending plans, and details of any unexpected revenues or expenses. The report will be reviewed and discussed at the September Borough Council meeting to ensure proper oversight of public funds and compliance with municipal financial reporting practices. There should be a full year report delivered annually at an appropriate time in the following year. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Miller Yes, Councilman Goodenough Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

It was motioned by Councilman Wilson, seconded by Councilperson Rossman to approve the appropriate signatures for the 2026 Coudersport Volunteer Fire Department Contract. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Miller Yes, Councilman Goodenough Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

Appointment of Solicitor through the end of 2025

The personnel Committee met and discussed several lawyers and Councilman Wilson contacted Leete & Prough, PLLC, Cox, Stokes, & Lantz P.C (No response), Jessica Songster, P.C., Christa Schott, Nicole Larsen, Gabriel Fera, P.C. to see who was interested. Letters of interest were received by Leete & Prough, PLLC (Anne K. Leete) and Gabriel Fera, P.C (Stephanie L. Fera).

Resolution 2025-13 Appointing Anne K. Leete

It was motioned by Councilman Goodenough and seconded by Councilman Keifer to appoint Anne K. Leete as Solicitor for the Coudersport Borough through the end of December 2025. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Miller Yes, Councilman Goodenough Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

ADJOURNMENT

As there was no further business to discuss the meeting adjourned at 6:50 pm.

Respectfully submitted,

Holly Hyde