

**COUDERSPORT BOROUGH COUNCIL  
REGULAR MONTHLY MEETING  
DECEMBER 15, 2023  
5:45 PM**

The Coudersport Borough Council held their regular monthly meeting on Friday, December 15, 2023 beginning at 5:45 pm at the Coudersport Borough Maintenance Facility on Damascus Road.

The meeting was called to order at 5:47 pm by Council President Wayne Hathaway who led all present in the Pledge of Allegiance.

**MEMBERS PRESENT**

Present were Council members Wayne Hathaway, George Hults, Todd Husson, Martin Fry, Jesse Minor and Jack Kiefer.

Also present were Mayor Andy Dubots, Manager Beverly Morris, Solicitor Dan Glassmire, Chief Curt McClain, Officers Ian Creech, Officer Jared White, Abbi Rossman, Bob Rossman, Donna LeSchander, Teresa Kiesel, Todd Brown, Kelly Bruno, Kelli Wheeler, and Mandy Smith.

**VISITORS REQUESTS AND COMMENTS**

Teresa Kiesel was present to state nothing has been done with the property next door to her on Seventh Street.

**APPROVAL OF MINUTES**

It was motioned by Councilman Hults, seconded by Councilman Keifer to approve the minutes of November 17, 2023 as presented. Motion unanimously carried.

**VOUCHER LIST**

It was motioned by Councilman Fry, seconded by Councilman Keifer to approve the voucher list in the following amounts General Fund \$79,183.00, Water Fund \$26,520.69, Sewer Fund \$33,793.24, Capital Reserve Fund \$38,988.52, Street Lighting Fund \$3,677.89, Fire Protection \$28,900.79, Recreation Fund \$4,210.26, Library Fund \$5,63.00, Act 13 Fund \$32,949.00 Vol. Ambulance Fund \$7,000.00. Roll call vote taken: Councilman Keifer Yes, Councilman Husson Yes, Councilman Hults Yes, Councilman Fry Yes, Councilman Minor Yes and Councilman Hathaway Yes. Motion carried 6 Yes 0 No.

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

**OLD BUSINESS**

**COUDERSPORT VOLUNTEER AMBULANCE ASSOCIATION**

Solicitor Glassmire reviewed the events of the last meeting that led to Council's desire to raise the tax millage rate for the volunteer ambulance association and where that has led to relative to the approval of the tax rate for 2024. According to Title 8 the maximum millage rate for ambulance is ½ (.50) mil. Currently any increase for ambulance above the ½ mill can be collected through the general fund. Title

8 does give the option of raising the ambulance tax through a referendum on the ballot in accordance with the election laws. There was not enough time to properly advertise a new ordinance to raise taxes. To get a budget for 2024 approved, Sol. Glassmire is recommending passing resolution 2024-5. This resolution will leave the tax rate at the same rates as in 2023. The new council that takes office on January 2, 2024 has the option to open the budget for any changes it desires.

Sol. Glassmire also stated that Rep. Martin Causer has been an advocate for our area and our community and Sol. Glassmire also referenced a letter to the editor in the Leader Enterprise from the President of the Ambulance Association of PA who referenced all of Rep. Causer's efforts to provide funding for all EMS services.

Councilman Fry stated that Council would like accurate complete financials by March 2024. Kelli Wheeler, representing CVAA, would like to see what is paid to the fire department above the yearly contract amount. She was told that all financial records are open to the public and she is welcome anytime to view them.

### **CVAA INCREASE RESCINDED**

A motion was made by Councilman Fry, seconded by Councilman Keifer to rescind the motion of the November council meeting approving a ½ mill tax increase to the Coudersport Volunteer Ambulance Association. Roll call vote taken: Councilman Keifer Yes, Councilman Husson Yes, Councilman Hults Yes, Councilman Fry Yes, Councilman Minor Yes and Councilman Hathaway Yes. Motion carried 6 Yes 0 No.

### **NEW BUSINESS**

#### **RESOLUTION 2023-5 TAX RATE FOR 2024**

It was motioned by Councilman Keifer, seconded by Councilman Minor to approve Resolution 2023-5 the tax rate for 2024 as follows: General Fund 14 mills, Street Lighting 1 mil, Fire Protection 1.75 mills, Recreation 2.25 mills, Library 1 mill and Vol. Ambulance ½ mil. Roll call vote taken: Councilman Keifer Yes, Councilman Husson Yes, Councilman Hults Yes, Councilman Fry Yes, Councilman Minor Yes and Councilman Hathaway Yes. Motion carried 6 Yes 0 No.

### **MANAGER'S REPORT**

Manager Morris reported the CBA meeting will be held on December 21, 2023 at 6:30 pm and the CAMA meeting will be held on December 18, 2023 at 6:30 pm.

Engineer Chris Ernst will attend the January 2024 meeting to update Council on the Ross Glenn storm water project before it is bid out.

There is a public meeting for review of the Potter County Haz. Mitigation plan on January 3, 2024 at 6:30 in Gunzburger building.

The Council organizational meeting will be held on Tuesday, January 2, 2024 at 6:30 pm in the meeting room on Damascus Road.

The Hotel Crittenden was inspected by Erb Inspections and will be receiving a notice of violation for unsafe building and premises. They will have ten (10) days to correct the issues.

### **MAYOR'S REPORT**

Mayor Dubots wanted to give a thank you to Councilman George Hults and Councilman Todd Husson for all of their years of serving the community.

## **POLICE CHIEF'S REPORT**

Chief McClain also expressed his appreciation to Councilman Hults and Councilman Husson and presented them with police coins.

## **SOLICITOR'S REPORT**

Solicitor Glassmire reported on the subdivision plan and fence issue with the Maher property at 402 South Main Street. He has been working with the Maher's attorney, Karen Cahilly to rectify some issues so as not to cause issues with the sale of this property. The fence that was erected was not put up where Council approved it and proper paperwork was not completed (from the year 2000). Attorney Cahilly has gotten all of the property owners adjacent to the Maher's to agree and sign the agreement to indemnify and hold the Borough harmless. An escrow in the amount of \$1,500 has been set up for the moving of the fence. Solicitor Glassmire then directed the Borough Manager to have the subdivision plat signed.

It was motioned by Councilman Hults, seconded by Councilman Keifer to ratify the action of the Borough Manager having the subdivision plat signed. Motion unanimously approved.

## **COMMITTEE REPORTS**

**PERSONNEL/POLICE – NOTHING TO REPORT**

**UTILITIES, STREETS, BRIDGES AND TREES – NOTHING TO REPORT**

## **PROPERTY AND EQUIPMENT**

Manager Morris reported that the Bobcat mower has been received. The F550 truck is still being upfitted and delivery is not expected until the end of January. The 2018 Charger needed a new solenoid and that has happened.

## **RECREATION /LIBRARY**

Manager Morris reported that the annual audit of the library has been received.

## **COUNCIL COMMENTS**

Council President presented his appreciation to Councilman Todd Husson and to Councilman George Hults for their years of service to the community and presented each one with a commemorative clock.

## **ADJOURNMENT**

As there was no further business to discuss, the meeting adjourned at 6:37 pm.

Respectfully submitted

Beverly Morris  
Secretary

