

**COUDERSPORT BOROUGH COUNCIL
REGULAR MONTHLY MEETING
DECEMBER 18, 2025
5:45 PM**

The Coudersport Borough Council held their regular monthly meeting on Wednesday, December 18, 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 Council members Wayne Hathaway, Martin Fry, Craig Miller, Jack Keifer, Dennis Goodenough, and Abigail Rossman.

Also present were Solicitor Dan Glassmire, Mayor Andy Dubots, Police Chief Curt McClain, Manager Bev Morris, Chuck Jewell and Dave Dupont.

VISITOR'S REQUESTS AND COMMENTS

Chuck Jewell of North Main Street was present to discuss the condition of the Bellinger property next door to him. He stated that he is most concerned with safety as the building is in bad shape and the chimney could fall at any time.

Solicitor Glassmire stated that this is a law enforcement issue and to let the police do their job. The police are experienced in collecting evidence for a solid case. Sol. Glassmire also stated that there are rights of the property owner not the use of the property.

SHORT TERM RENTALS

Resident Dave Dupont of 109 East Seventh St. was present to provide more information concerning his approval for a rental at this same address that he received in 1999 and questioned when short term rentals became an issue?

Solicitor Glassmire gave a detailed account of the recent history of the short-term rental issue. Sol. Glassmire has been working on an ordinance for short term rental's but there have been recent discussions between Erb Inspections and Rep. Clint Owlett who has been reported saying that this is already covered in legislation under boarding house regulations. A rental property with ten (10 or less occupants fall under boarding house regulations.

Mr. Dupont said that Erb Inspections has lost all professional credibility and has abused their power.

\APPROVAL OF MINUTES

It was motioned by Councilman Fry, seconded by Councilperson Rossman to approve the minutes of November 20, 2024, as presented. Motion unanimously carried.

VOUCHER LIST

It was motioned by Councilman Keifer, seconded by Councilman Miller to approve the voucher list in the following amounts, General Fund \$113,853.40, Water Operating Fund \$22,244.56, Sewer Operating Fund \$42,603.04, Street Lighting Fund \$3,141.86, Fire Protection Fund \$31,243.91, Recreation Fund \$2,818.64, Library Fund \$4,565.00, Vol. Ambulance Fund \$2,500. No discussion roll call vote taken: Councilman Keifer Yes, Councilman Miller Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes. 0 No.

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

OLD BUSINESS

ORDINANCE 629 ADOPTION OF THE 2025 BUDGET

The proposed ordinance has been properly advertised and the budget has been available for public inspection. It was motioned by Councilperson Rossman, seconded by Councilman Goodenough to adopt Ordinance 629 the 2025 Budget. Roll call vote taken, Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Fry Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 6 Yes 0 No.

NEW BUSINESS

RESOLUTION 2024-9 APPOINTMENTS FOR 2025

It was motioned by Councilman Fry, seconded by Councilperson Rossman to approve resolution 2024-9 appointing Gregory Brink to the Coudersport Borough Authority for a 5 year term ending January 1, 2030, Todd Brown to the Coudersport Area Municipal Authority for a 5 year term ending January 1, 2030, Rod Ouellette to the Coudersport Borough Planning Commission for a 4 year term ending May 10, 2028, Roger Bickleman as Sewage Enforcement Officer for the year 2025, Northwest Savings Bank as depository for 2025, Patrick Larsen as Zoning Hearing Solicitor for 2025, Andy Dubots as Emergency Management Officer for 2025, George E. Hults as Vacancy Board Chairman for the year 2025. Roll call vote taken, Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Fry Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 6 Yes 0 No.

RESOLUTION 2024-10 DESIGNATION OF AGENT

It was motioned by Councilman Fry, seconded by Councilman Goodenough to appoint Beverly Morris as designation of agent for PEMA Hurricane Debbie (DR4815). Roll call vote taken, Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Fry Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 6 Yes 0 No.

RESOLUTION 2024-11 APPOINTMENT OF SOLICITOR FOR 2025

It was motioned by Councilman Keifer, seconded by Councilman Miller to approve Resolution 2024-11 appointing Daniel Glassmire as Solicitor for the year 2025 and to approve retainer of \$12,000 to be paid in monthly installments of \$1,000. No discussion roll call vote taken: Councilman Keifer Yes, Councilman Miller Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes. 0 No.

GAS, FUEL AND DIESEL QUOTES FOR 2025

It was motioned by Councilman Miller, seconded by Councilman Keifer to accept all the quotes for gas, fuel and diesel from Shorts, Sheetz and Kwik Fill for 2025. No discussion roll call vote taken: Councilman Keifer Yes, Councilman Miller Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes. 0 No.

A WAY OUT ZOOM INVITE

Council has been invited to a quarterly Zoom landlord meeting.

MANAGER'S REPORT

CBA meets on Thursday, December 19, 2025, at 6:30 pm and CAMA meets on Monday, December 23 at 6:30 pm. All are invited to attend.

MEETING SCHEDULE FOR 2025

It was motioned by Councilperson Rossman, seconded by Councilman Goodenough to hold the Council meetings on the third Wednesday of each month beginning at 5:45 pm and to have these dates published. Roll call vote taken, Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Fry Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 6 Yes 0 No.

MAYOR'S REPORT

Mayor Dubots recommended the purchase of a 2024 Dodge Ram SSV for \$63,879.37 as a replacement for the 2020 Ford F150 Police Truck. This amount is the complete vehicle including all upfitting and is being bought from UTILITAC. This vehicle was budgeted for in the 2025 budget.

It was motioned by Councilman Fry, seconded by Councilman Keifer to purchase the above-mentioned vehicle. No discussion roll call vote taken: Councilman Keifer Yes, Councilman Miller Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes. 0 No.

POLICE CHIEF'S REPORT – Nothing more to add.

SOLICITOR'S REPORT

Covered earlier in the Visitor Requests and Comments.

COMMITTEE REPORTS

PERSONNEL/POLICE Nothing to report.

UTILITIES, STREETS, BRIDGES AND TREES

There were four dead trees removed from the Arboretum and in the spring the Arboretum Committee will replant them.

PROPERTY AND EQUIPMENT Nothing to report.

RECREATION/LIBRARY

Enclosing of the rafters at both pavilions has been completed.

FINANCE/ORDINANCE Nothing to report.

PUBLIC COMMENT

Resident Chuck Jewell stated that he has no ill feelings towards the Borough, he is concerned about safety and stated that there are a lot of people who are pigs.

COUNCIL COMMENTS

ADVERTISE FOR MANAGER POSITION

It was motioned by Councilperson Rossman, seconded by Councilman Fry to authorize advertising for the Borough Manager position in January. Roll call vote taken, Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Fry Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 6 Yes 0 No.

ADJOURNMENT

As there was no further business to discuss the meeting adjourned at 7:09 pm.

Respectfully submitted,

Beverly Morris, Secretary

