

**COUDERSPORT BOROUGH COUNCIL
REGULAR MONTHLY MEETING
February 19, 2025
5:45 pm**

The Coudersport Borough Council held their regular monthly meeting on Wednesday, February 19, 2025, at the Coudersport Borough Maintenance Facility on Damascus Road.

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

ROLL CALL

Present were Councilmembers Wayne Hathaway, Craig Miller, Jack Keifer, Abigail Rossman and Dennis Goodenough. Councilman Fry was not in attendance.

Also present were Manager Bev Morris, Solicitor Dan Glassmire, Police Chief Curt McClain, Officer Jared White, Jay Erb, Chuck Jewell, Ken Johnston, Paul Simcoe, Todd Brown, JCP Joanna Chen, JCP Aliyah DiPilato, Drew Kyle, Jordan Caldwell, Donna Leschander and Jason Gibson (6:50pm).

VISITOR'S REQUESTS AND COMMENTS

JAY ERB, ERB INSPECTIONS

Jay Erb from Erb Inspections was present with a written overview of the building/construction codes and discussed Short Term Rentals. Mr. Erb gave a brief overview of the procedure's residents must take to obtain a building permit. The Borough Council asked questions concerning residents having a challenging time understanding when they must have engineered plans for their projects. Mr. Erb walked Council through the process. Borough Council was also concerned about the lack of communication and the way communication was presented to the residents of Coudersport Borough in a letter to short term rental owners. Mr. Erb will review that letter and assured the Council that in the future they will do a better job with communication.

Chuck Jewell was present to ask Chief McClain about his neighbors' property. Chief McClain responded that a citation has been issued.

SCHOOL RESOURCE OFFICER

School Board members Jordan Caldwell, Ken Johnston, and Paul Simcoe along with Superintendent Drew Kyle were present to discuss the Borough providing the school district with a Security Resource Officer beginning in the 2025-2026 school year. As the Borough had not been provided any information on this matter and was not prepared to enter into discussion until more information was provided, it was decided that a committee of council and school board members will meet to discuss this matter and the different options.

APPROVAL OF MINUTES

It was motioned by Councilperson Rossman, seconded by Councilman Miller to approve the minutes of January 15, 2025, as presented. Motion unanimously carried.

VOUCHER LIST

It was motioned by Councilman Miller, seconded by Councilman Keifer to approve the voucher list in the following amounts: General Fund \$79,731.92, Water Operating Fund \$29,466.94, Sewer Operating Fund \$38,826.71, Capital Reserve Fund 45,000.00, Street Lighting Fund \$6,564.27, Fire Protection Fund 4,909.00, Recreation Fund \$2,656.80, Library Fund \$65.00, Act 13 Fund \$18,809.37. No discussion, roll call vote taken; Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 5 Yes 0 No.

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

NEW BUSINESS

57TH MAPLE FESTIVAL

It was motioned by Councilperson Rossman, seconded by Councilman Miller to approve the request for the Maple Festival activities including a parade lining up on Allegany Avenue and proceeding North on Main Street to Fourth Street, bagging of the meters around the court house square, closing off E. Third from Main to North East and North East from Second St to Third St, garbage cans and to waive the open container ordinance for this festival to accommodate Dan's Whiskey Wagon and traffic control from the Coudersport Borough Police and the CVFD fire police. Roll call vote taken Councilman Keifer Yes, Councilman Miller Yes, Councilman Hathaway Yes, Councilman Goodenough and Councilperson Rossman. Motion carried 5 Yes 0 No.

MEMORIAL DAY PARADE

It was motioned by Councilman Goodenough, seconded by Councilperson Rossman to approve the Memorial Day Parade on Monday, May 26, 2025, with line up on Allegany Avenue with the parade proceeding north on Main Street ending at the Potter County Court House square and traffic control from the Coudersport Police and the CVFD fire police. Roll call Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 5 Yes 0 No.

GOD'S COUNTRY MARATHON

It was motioned by Councilman Goodenough, seconded by Councilman Miller to approve the God's Country Marathon on June 7, 2025, including bagging of meters from Allegany Avenue to the finish line on Main Street, garbage cans and traffic assistance from the Coudersport Borough Police and the CVFD fire police. Roll call vote taken Councilman Keifer Yes, Councilman Miller Yes, Councilman Hathaway Yes, Councilman Goodenough and Councilperson Rossman. Motion carried 5 Yes 0 No.

RESOLUTION 2025-1 DISPOSAL OF RECORDS

It was motioned by Councilman Keifer, seconded by Councilperson Rossman to approve resolution 2025-1 the disposal of old records following applicable laws. Roll call Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 5 Yes 0 No.

FEDERAL SURPLUS SUPPLIES

It was motioned by Councilman Goodenough, seconded by Councilman Keifer to authorize the Borough Manager to fill out the form for authorization to buy federal surplus supplies if and when the opportunity arose. Motion unanimously carried.

MANAGER'S REPORT

Manager Morris reported that the CBA (water) meeting will be held on Thursday, February 20, 2025, beginning at 6:30 pm and the CAMA (sewer) meeting will be held on Monday, February 24, 2025, beginning at 6:30 pm. All are welcome to attend.

The McWaPEC (McKean, Warren, Potter, Elk & Cameron) meeting will be hosted by Coudersport on Thursday, February 27, 2025, at the Potter County Education Council at 5 Water Street. The guest speaker will be Glenn Dunn from the EMA office talking about the lessons learned from Hurricane Debbie.

The PSAB Conference will be held in Hershey, PA on June 1-4, 2025. There are two free conference passes available.

The Arboretum is planning to have music beginning at the end of June, a Senior Expo on July 21, 2025, and educational programs from the Conservation District this summer.

The Borough Council is invited to a ribbon cutting for Albatross Simulated Golf on Saturday, February 22, 2025, at 11 am.

PennDOT has approved Dunkin's traffic impact assessment and will continue to the highway occupancy permit.

POLICE CHIEF- Nothing other than the monthly report.

SOLICITOR REPORT

Solicitor Glassmire is making progress on the boundary line issues. More information will be coming. He is also working on a complete street ordinance that will decide the responsibilities of the Borough.

JUNIOR COUNCIL REPORT

JCP'S Joanna Chen and Aliyah Dipilato reported on happenings at the school - Peer Tutor Program, Purple pass program (leave for lunch), the Scholarship Fund Drive on March 15, 2025 at the American Legion the Spanish Club is traveling to Spain, both girls and boys basketball teams are in the playoffs. It was motioned by Councilman Miller, seconded by Councilman Goodenough to donate a 2025 Family Pool Pass to the scholarship fund drive. Roll call

Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 5 Yes 0 No.

PERSONNEL/POLICE

Councilman Goodenough updated Council on the search for a new Borough Manager. Two interviews were held, an offer was made to one of the candidates, but an agreement could not be reached. This position is being advertised again.

UTILITIES, STREETS, BRIDGES AND TREES

It was motioned by Councilman Keifer, seconded by Councilperson Rossman to authorize a meeting to be set up for all parties involved in obtaining a permit for the Locust Street Stormwater Project (DEP, USACOE, Conservation District, PennDOT and Borough). This will be set up by Engineer Chris Ernst. Roll call Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 5 Yes 0 No.

PROPERTY AND EQUIPMENT

A meeting will be arranged with Candia Hillyard from the Rt. 6 Alliance to discuss bike racks in Coudersport.

RECREATION/LIBRARY

Eagle Scout candidate Parker Sherry would like to build new benches for the basketball/tennis/pickleball courts at CARP as his Eagle Scout project. The council has no objections.

COUNCIL COMMENTS

Council President Wayne Hathaway gave a letter of resignation effective March 19, 2025. Mr. Hathaway said he has enjoyed being on Council but has too many projects going on and needs to step away from Council. He thanked all council members for getting involved in their community and felt he would never regret his time on council. He is glad to see young residents stepping up for their community.

It was motioned by Councilman Miller, seconded by Councilperson Rossman to accept with deep regret the resignation of Wayne Hathaway effective March 19, 2025. Motion unanimously carried.

APPOINTMENT OF NEW PRESIDENT

It was motioned by Councilman Goodenough, seconded by Councilman Keifer to nominate Martin Fry as the President of Borough Council effective March 19, 2025. Roll call Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 5 Yes 0 No.

APPOINTMENT OF NEW VICE PRESIDENT

It was motioned by Councilperson Rossman, seconded by Councilman Goodenough to nominate Craig Miller as Vice President of Borough Council effective March 19, 2025. Roll call Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 5 Yes 0 No.

Borough Council authorized the manager to advertise that a position on Borough Council in Ward 1 to fill the remaining term of Wayne Hathaway that expires December 31, 2025. Interested residents should send a letter of interest.

ADJOURNMENT

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

Respectfully submitted,

Beverly Morris, Secretary