

**COUDERSPORT BOROUGH COUNCIL  
REGULAR MONTHLY MEETING  
JANUARY 15, 2025  
5:45 PM**

The Coudersport Borough Council held their regular monthly meeting on Wednesday, January 15, 2025, at the Coudersport Borough Maintenance Facility on Damascus Road.

Coudersport Borough 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 Mayor Andy Dubots, Solicitor Dan Glassmire, Manager Morris, Police Chief Curt McClain, Chuck Jewell and Todd Brown.

**VISITORS REQUESTS AND COMMENTS**

Chuck Jewell from North Main Street was present to inquire if his neighbor (Bellinger) had been in contact with the Borough. Chief McClain stated that a certified letter had been sent to Mr. Bellinger, who did sign for the letter. The letter stated that Mr. Bellinger had 30 days from receipt of the letter to begin cleanup. The letter was signed for on December 23, 2024, so cleanup will need to begin by January 23, 2025.

**APPROVAL OF MINUTES**

It was motioned by Councilman Goodenough, seconded by Councilperson Rossman to approve the minutes of December 18, 2024, as presented. Motion unanimously carried.

**VOUCHER LIST**

It was motioned by Councilman Fry, seconded by Councilman Miller to approve the voucher list in the following amounts: General Fund \$91,581.89, Water Operating Fund \$37,169.68, Sewer Operating Fund \$43,369.49, Capital Reserve Fund \$7,500.00, Street Lighting Fund \$179.05, and Recreation Fund \$2,784.17. 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.

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

**OLD BUSINESS**

**BUILDING CODE ENFORCEMENT**

Councilperson Rossman requested a discussion on Erb Inspection's about their letters to short term rental owners and the regulations they needed to comply with and on January 8, 2025, they sent a correction to their first letter. Councilperson Rossman is concerned that Erb Inspections is not communicating with the Borough on their actions. These sentiments were agreed echoed by other council members. Manager Morris was directed to contact Erb Inspections and invite them to the February meeting to answer some questions the council has. The council also instructed Manager Morris to prepare a list of other Building Code Enforcement companies in the area.

## **NEW BUSINESS**

### **2024 AMENDED BUDGET**

It was motioned by Councilman Keifer, seconded by Councilman Miller to approve the 2024 amended budget to actual numbers. Roll call vote taken: Councilman Keifer Yes, Councilman Miller Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes, and Councilperson Rossman Yes.

### **2025 FEE SCHEDULE**

It was motioned by Councilman Fry, seconded by Councilman Goodenough to approve the 2025 Fee Schedule as presented with no changes. 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.

## **MANAGER'S REPORT**

Manager Morris reported that CBA meets on January 16, 2025, at 6:30 pm and CAMA meets on January 27, 2025, at 6:30 pm at the WWTP. All are welcome to attend.

The PennDOT Chestnut Street bridge repair/replacement project has contacted the Borough Stating they will be doing survey work and test borings on the corner property owned by the Borough on Eulalia Street (old Knectal property). There has been no start date as of yet.

Replacement traffic light bulbs have been ordered.

Letters have been delivered to commercial properties requiring them to clean their sidewalks.

A request from the Guidance Center to waive all fees for their use of the pavilion at CARP was discussed and Council is not willing to waive the fees.

## **MAYOR'S REPORT**

Mayor Dubots reported that he has mentioned to various businesses to clean off their sidewalks and reminded all to check on your elderly neighbors.

**POLICE CHIEF'S REPORT** – Nothing to add.

**SOLICITOR'S REPORT**

Solicitor Glassmire stated he has recently worked with Manager Morris on a zoning issue and that there are always various issues in the works.

**COMMITTEE REPORTS**

**PERSONNEL/POLICE**

Candidate that was interviewed for the sewer trainee has taken another job but thanks Council for his consideration.

**FINANCE/ORDINANCE**

Erb Inspection letters to Short term rentals was discussed earlier in the meeting.

**COUNCIL COMMENTS**

Councilman Goodenough announced that the Chamber of Commerce will be holding their Food Fun Friday's every other Friday this summer. More information to come. Councilperson Rossman stated that Fun Fest will be working in conjunction with the Chamber.

**ADJOURNMENT**

As there was no further business to discuss the meeting adjourned at 6:25 pm.

Respectfully submitted,

Beverly Morris, Secretary