

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
&
REORGANIZATIONAL MEETING
JANUARY 15 2026
6:30 PM**

The Coudersport Borough Authority held its regular monthly meeting and reorganizational meeting on Thursday, January 15, 2026 at the Coudersport Borough Maintenance Facility on Damascus Street.

Chairman Adam Clinger called the meeting to order at 6:30 pm. and led all present in the pledge of allegiance.

ROLL CALL

Present were members Gregory Brink, Wayne Wentzel, Adam Clinger, and Bill Krog. Also present were Manager Todd Brown, Solicitor Stenhach, Engineer Ryan Reitz, Chris Enst, Chief Water Operator Robbie Gross, and Holly Hyde.

REORGINIZATION

It was motioned by Bill Krog, seconded by Greg Brink to keep the same slate of officers. All in favor, motion carried.

Appointed officers as followed below:

Chairman Adam Clinger

Vice Chairman Bill Krog

Secretary / Treasurer Greg Brink

It was motioned by Bill Krog, seconded by Greg Brink to retain Stenhach & Stenhach (George Stenhach) for solicitor. All in favor, motion carried

It was motioned by Greg Brink, seconded by Bill Krog to instate E & M as the Engineer for 2026. All in favor, motion carried

It was motioned by Bill Krog, seconded by Gregory Brink to keep Calliari, Meholick & Company for auditor. All in favor, motion carried

It was motioned by Greg Brink, seconded by Bill Krog to retain the recording secretary Holly Hyde for 2026.

It was motioned by Greg Brink, seconded by Bill Krog to have the meetings on the 3rd Tuesday of the month in 2026, and to have the recording secretary publish the meeting dates and times. All in favor, motion carried.

Adjournment of the reorganizational meeting at 6:38 PM

REGULAR MONTHLY MEETING

High water usage

The board received a letter from Jacob Holmberg pertaining to having high water in the October 2025 billing at 5 Creek Side Dr. once the reading in December was completed the usage was back down in normal range. The customer stated that they could not find anything leaking in the home. After reviewing the letter, the board feels that there is insufficient evidence of a leak and welcomes the owner to come to the next meeting.

MEETING MINUTES

It was motioned by Bill Krog, seconded by Greg Brink to approve the regular meeting minutes of December 18, 2025. Roll call Wayne Wentzel Yes, Gregory Brink Yes, Adam Clinger Yes, and Bill Krog Yes. 4 Yes and 0 No.

SOLICITOR REPORT

No Report

MANAGER'S REPORT

2026 Fee Schedule

New Service Fee	\$5.00
Voluntary shut off of service	\$40.00
Turn on fee	\$40.00
Turn Off/On fee after shut off	\$80.00
Lein Cost and removal	At Cost
Frozen water meter repair- normal work day	At Cost plus labor
Frozen water meter repair- nights/wkend/holiday	At cost + labor + \$50.00
Tap in fee into water system	\$0.00
Connection Fee into system after tap in	Actual cost \$200 minimum

Tabled the 2026 fee schedule and having Solicitor Stenhach research tap in fees based on legislation.

Manger Brown sent letter to Buchar Horn about not reinstating them as the Engineering firm for 2026 and have not heard from them.

FINANCIALS

The financial reports were provided to the board. We are 100% through the year and have used 100% of the budget.

CHIEF WATER OPERATORS REPORT

The App for the plants that was purchased through Neal Systems should be ready after the beginning of this year. Hoping to hear from them soon.

Bill Krog asked Robbie about the leak at Sweden Valley Manor. Robbie stated it was on their side of the water meter but he did help 3D Plumbing out with parts that have already been replaced.

Executive session called at 6:56pm to discuss possible litigation

Executive session ended at 7:00pm Solicitor certified no decisions reached.

BILLS

Recording secretary bill in the amount of \$120.

White Tail LLC for the vinal truck decals for \$160

Stenhach & Stenhach 2026 retainer for \$3000

It was motioned by Bill Krog, seconded by Greg Brink to approve bills as presented. Roll call Wayne Wentzel Yes, Gregory Brink Yes, Adam Clinger Yes, and Bill Krog Yes. 4 Yes and 0 No.

ENGINEERS REPORT

Coudersport Borough Authority welcomed E & M Engineering tonight and is very excited to work with them throughout the year.

President Adam Clinger states there are a few topic that the board is hopeful they will be able to help them with this year like Tank repairs, water meter purchase, leak detection, and grants.

Chris Ernst and Ryan Reitz handed out information on a PA small Water and Sewer grant guidelines that will need completed by April 2026.

It was motioned by Bill Krog, seconded by Greg Brink to authorize the Manager and an authority member to work with engineering on the any and or all Application(s). Roll call Wayne Wentzel Yes, Gregory Brink Yes, Adam Clinger Yes, and Bill Krog Yes. 4 Yes and 0 No.

CORRESPONDANCE

Thank you notes have been received from Away Out and Alliance food banks for the \$500 donations.

OLD BUSINESS

There was discussion on getting a few Ipearls for meter replacement and radios to have on hand.

ADJOURNMENT

Motion to Adjourn 7:22 pm

Respectfully Submitted by,

Holly Hyde

