

**COUDERSPORT BOROUGH COUNCIL
REGULAR MONTHLY MEETING
JANUARY 17, 2024
5:45 PM**

The Coudersport Borough Council held their regular monthly meeting on Wednesday, January 17, 2024 beginning at 5:45 pm at the Coudersport Borough Maintenance Facility on Damascus Road.

The meeting was called to order by President Wayne Hathaway who led all present in the Pledge of Allegiance.

MEMBERS PRESENT

Present were Council members Wayne Hathaway, Abigail Rossman, Dennis Goodenough, Martin Fry, Jesse Minor and Jack Keifer.

Also present were Mayor Andy Dubots, Manager Bev Morris, Solicitor Dan Glassmire, Chief Curt McClain, Officer Ian Creech, Jeff Schroeder, Eng. Chris Ernst, Todd Brown, Kevin Saulter, Joe Ayers, Kelly Wheeler, Mandy Smith, Greg Brink and Wayne Wentzel.

VISITORS REQUEST AND COMMENTS

ROSS GLENN STORMWATER PROJECT

Engineer Chris Ernst from E & M Engineering, was present to review the plans for the stormwater project. The plans are scheduled to be complete by the end of January. The original plan of going through private property was revised to have this stormwater line stay in the right of way on Isabella and Maple Streets. This revision will add approx. 280 feet of pipe to the project.

It was motioned by Councilman Goodenough, seconded by Councilperson Rossman to authorize the Borough Manager and Solicitor to work with Eng. Ernst in getting this project advertised. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Fry Yes, Councilman Goodenough Yes, Councilperson Rossman Yes and Councilman Hathaway Yes. Motion carried 6 Yes 0 No.

Resident Todd Brown asked if the catch basin in front of the Chitester property on Maple St. will get replaced. Eng. Ernst stated that it will.

CVAA

Kelly Wheeler, Mandy Smith and Joe Ayers, representing the Coudersport Volunteer Ambulance Association, were present to request additional funding to the current ½ mil tax that is levied. CVAA provided some information on other municipalities (Eulalia \$7,000, Sweden \$8,600, Summit \$1,000 and Oswayo \$800) contributions along with the borough's of \$20,000. It was stated that CVAA covers Potter Co, Tioga Co., McKean Co. and Cameron Co. as they are the only ALS provider. CVAA stated that there are currently 300 open accounts totaling approx. \$186,000 and in 2023 \$75,000 was written off. Borough Council is requesting additional information (budget's, financial records and audits) before they will discuss additional funding and this request was tabled.

Solicitor Glassmire apprised Council of its options for possible funding and then stated he will donate \$500 to CVAA and challenged two others to match his donation within a week's time.

SWEDEN TOWNSHIP POLICE

Kevin Saulter, Sweden Township Supervisor, was present to ask Council if they would be willing to consider taking over the policing duties in Sweden Twp. He is willing to provide financial information to Council and be the liaison between Sweden Twp and Coudersport Borough. Councilman Fry asked why they need additional police when the PSP are located within Sweden Township. Sup. Saulter stated that the PSP do not have enough manpower and response time is slow. It was motioned by Councilman Goodenough, seconded by Councilman Keifer to appointed, on the recommendation of President Hathaway, Mayor Dubots, Chief McClain and the personnel/police committee to meet concerning this. Solicitor Glassmire reinforced the fact that Council does have the right to send this to committee or to reject the offer. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Fry Yes, Councilman Goodenough Yes, Councilperson Rossman Yes and Councilman Hathaway Yes. Motion carried 6 Yes 0 No.

APPROVAL OF MINUTES

It was motioned by Councilman Minor, seconded by Councilman Keifer to approve the minutes of December 15, 2023 and the minutes of January 2, 2024 as presented. Roll call vote taken: Councilman Keifer Yes to both, Councilman Minor yes to both, Councilman Fry Yes to Dec. 15, 2023 and abstained on January 2, 2024, Councilman Goodenough Abstained on December 15, 2023 and Yes to January 2, 2024, Councilperson Rossman Abstained to December 15, 2023 and Yes to January 2, 2024, Councilman Hathaway Yes to both. Motion carried 4 Yes 0 No 2 Abstention to December 15, 2024 and 5 Yes 0 No 1 Abstention to January 2, 2024.

VOUCHER LIST

It was motioned by Councilman Fry, seconded by Councilman Minor to approve the voucher list in the following amounts: General Fund \$130,433.88, Water Operating Fund \$32,013.79, Sewer Operation Fund \$47,851.28, Street Lighting Fund \$3,788.11, Recreation Fund \$2,812.36 and Library Fund \$63.00. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Goodenough Yes, Councilperson Rossman Yes and Councilman Hathaway Yes. Motion carried 6 Yes 0 No.

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

OLD BUSINESS – NONE

NEW BUSINESS

BANK ACCOUNT SIGNATURES

It was motioned by Councilman Minor, seconded by Councilman Keifer to remove George Hults from the bank signature cards and add Martin Fry to the signatures along with Wayne Hathaway and Beverly Morris. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Fry Abstained, Councilman Goodenough Yes, Councilperson Rossman Yes and Councilman Hathaway Yes. Motion carried 5 Yes 0 No 1 Abstention.

2023 AMENDED BUDGET

It was motioned by Councilman Fry, seconded by Councilperson Rossman to amend the 2023 budget to the actual amounts. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Goodenough Yes, Councilperson Rossman Yes and Councilman Hathaway Yes. Motion carried 6 Yes 0 No.

MANAGER'S REPORT

CBA (WATER) will meet on Thursday, January 18, 2024 at 6:30 pm at the maintenance facility and CAMA (SEWER) will meet on Monday, January 22, 2024 at 6:30 pm at the WWTP. All are welcome to attend.

Coudersport Borough has participated in the 2024 Potter County Hazard Mitigation plan. There is a public comment period until February 3, 2024. Council is encouraged to review this plan that is located on the Potter County website under the Emergency Services tab.

POLICE CHIEF'S REPORT – Nothing more than the police report.

MAYOR'S REPORT

Mayor Dubots reminded everyone to check on their neighbors during this cold period.

SOLICITOR'S REPORT

Solicitor Glassmire has been reviewing the operations plan report from the Pennsylvania Economy League (PEL) through Stregtic Management Plan program and encourages council to review this report as he finds it very through and interesting. He is working through the comments in the legal section.

COMMITTEE REPORTS

PERSONNEL/POLCIE – NONE

UTILITY, STREETS, BRIDGES AND TREES

2024 PAVING

It was motioned by Councilman Keifer, seconded by Councilman Goodenough to approve advertising for the 2024 paving. Manager Morris encouraged the streets committee to review the streets to be paved before it is advertised. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Goodenough Yes, Councilperson Rossman Yes and Councilman Hathaway Yes. Motion carried 6 Yes 0 No.

RECREATION/LIBRARY – NONE

FINANCE/ORDINANCE

2024 WORKER'S COMPENSATION INSURANCE

Two quotes were received for the worker's compensation insurance that expires on February 10, 2024.

	Matson	KMIT
Borough	\$ 45,162.00	\$ 29,733.00 Includes vol. ambulance
Vol. Fire	\$ 15,277.00	\$ 17,900.00
Less Discounts	\$ (12,369.00)	\$ (9,820.00)
TOTAL	\$ 48,070.00	\$ 37,813.00

It was motioned by Councilman Fry, seconded by Councilman Minor to accept the quote of KMIT (Keystone Municipal Insurance Trust) for 2024 in the amount of \$37,813.00. . Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Goodenough Yes, Councilperson Rossman Yes and Councilman Hathaway Yes. Motion carried 6 Yes 0 No.

PUBLIC COMMENT

Todd Brown would like to accept the challenge of Solicitor Glassmire and donate \$500 to the CVAA in the name of Ultimate Power.

COUNCIL COMMENTS

Councilperson Rossman would like council to consider an ordinance for Fire Insurance Escrow to insure that residents are not left with a burned out building. Discussion was held on this concerning the workings of this account and legal disputes. Solicitor Glassmire stated that this ordinance will be at council's discretion. No action was taken.

ADJOURNMENT

With no further business to discuss the meeting adjourned at 76:42 pm.

Respectfully submitted,

Beverly Morris, Secretary