

**COUDERSPORT BOROUGH COUNCIL
REGULAR MONTHLY MEETING
MARCH 17, 2026
5:45 PM**

The Coudersport Borough Council held its regular monthly meeting on Wednesday, March 17, 2026 at the Coudersport Borough Maintenance Facility on Damascus Street.

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

ROLL CALL

Present at the meeting were Council President Abigail Rossman, Council Vice President Jack Keifer, Councilman Anthony Cowburn, Councilman John Wright, Councilman Mike Spencer, Councilman Dennis Goodenough, Jr. Councilperson Joanna Chen, and Mayor Todd Wetzel.

Also present were Chief McClain, Manager Todd G. Brown, Holly Hyde, Chuck Jewell, Todd W. Brown, Craig Miller, Jason Gibson, Jordan Leete, Donna LeSchander, and Richard Neefe.

ADDITIONAL AGENDA ITEMS

June Moore retirement letter

It was motioned by Councilman Wright, seconded by Councilman Cowburn to accept June Moore retirement letter. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried.

VISITOR'S REQUESTS AND COMMENTS

Jordan Leete was present to report to the Council that he has applied for a grant through Petco for a dog park at Mitchell Park in the amount of \$30,000. He also has looked at a grant with DCNR for fencing in the amount of \$12,000 to \$14,000 and is still applying for additional grants that will be determined in July.

There was discussion on setting up a pilot program for the dog park so the grants can be confirmed.

It was motioned by Councilman Cowburn, seconded by Councilman Goodenough to move forward with the Solicitor to get a proposed Ordinance for Aprils meeting. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried.

APPROVAL OF MINUTES

It was motioned by Councilman Spencer, seconded by Councilman Cowburn to approve the minutes of the February 17, 2026 as presented. All in favor, motion carried.

VOUCHER LIST

It was motioned by Councilman Goodenough, seconded by Councilman Keifer to approve the voucher list in the following amounts: General Fund \$88,239.37 Water Operating Fund \$40,652.87, Sewer Operating Fund \$38,623.28, Capital Reserve Fund \$1,623.96, Street Lighting Fund \$3,746.57, Fire Protection Fund \$1,447.00, Recreation Fund \$3,728.55, and Library Fund \$65.00. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried.

REPORTS RECEIVED: meeting notes, voucher list, fun balances, treasurer's report and police report.

OLD BUSINESS

FLOODPLAIN MANAGEMENT SERVICES

There were two potential candidates one is Joe Ayers and Katie Bodendorf. Katie stated she is currently unable to take the role of Floodplain Manager due to overwhelming workload and personal reasons. Joe Ayers has the certifications and will charge the Borough \$15.00 per hour for any work completed for the Coudersport Borough on Floodplain Management.

It was motioned by Councilman Wright, seconded by Councilman Keifer to approve Joe Ayers as the Coudersport Borough Floodplain Manager with a termination clause of 30 days from Joe or the Coudersport Borough. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn No, Councilman Goodenough Yes, Councilman Spencer No, and Councilman Wright Yes, 4 Yes 2 No. Motion carried.

100 YEAR ANNIVERSARY ELLIOT NESS MUSEUM DAY

Steve Green is requesting bagging meters from First Street to Third Street, as well as trash cans, and barricades for the 100 Year Anniversary Eliot Ness Museum Day.

It was motioned by Councilman Cowburn, seconded by Councilman Wright to table until April meeting and requesting Steve to attend so that Council can get more clarification. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried.

NEW BUSINESS

58th ANNUAL MAPLE FESTIVAL

The Chamber of Commerce has requested hanging of banners, trash cans, and the bagging of parking meters around the courthouse square, as well as the closure of Third Street and North East Street from Thursday evening from 5pm through Saturday at the close of the festival. The Rotary Club have requested assistance from Borough Police and CVFD for the Parade that will run from Allegany Avenue to Fourth Street.

It was mentioned by Councilman Wright, seconded by Councilman Goodenough to approve the all the request, for Maple Festival on May 1 & 2, 2026. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer, and Councilman Wright Yes, 6 Yes 0 No. Motion carried.

RESOLUTION 2026-8 APPOINTING RECORDING SECRETARY

It was motioned by Councilman Cowburn, seconded by Councilman Wright to appoint Holly Hyde as the recording secretary for the Borough Council meetings. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried.

RESOLUTION 2026-9 APPOINTING FLOODPLAIN MANAGER

It was motioned by Councilman Wright, seconded by Councilman Goodenough to appoint Joe Ayers as the Coudersport Borough Floodplain Manager. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn No, Councilman Goodenough Yes, Councilman Spencer abstained, and Councilman Wright Yes, 4 Yes 1 No and 1 Abstention. Motion carried.

PARK DEPUTY AGREEMENT CONTRACT

The Park Deputy Agreement is requesting 3 Clearances which are Child Abuse, Criminal Background which are State and FBI clearances provided to the Borough office by April 30, 2026. The agreement also request assistance with locking and unlocking bathrooms and some cleaning of the bathrooms. The Park Deputy will receive a \$200 annual check along with no charge for rent, and water and sewer services.

It was motioned by Councilman Goodenough, seconded by Councilman Cowburn to approve the Park Deputy Agreement Contract signed by Larae Cornish. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried.

PSAB CONFERENCE ON MAY 31-JUNE 3, 2026

It was motioned by Councilman Goodenough, seconded by Councilman Spencer to approve Councilman Cowburn to attend the PSAB Conference. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried.

It was motioned by Councilman Goodenough, seconded by Councilman Spencer to approve the cost of the conference and hotel cost for Councilman Cowburn. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Abstained, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 5 Yes 0 No and 1 Abstention. Motion carried.

ADVERTISEMENT FOR FORMAL PAVING BIDS

Manger Brown stated the paving that was approved last year was not completed. He met with a PennDOT representative to review more streets that need paved. IA Construction won last year's bid and will be working on them this year. Todd would like to add these to their bid for this year since they will already be working in town.

It was motioned by Councilman Spencer, seconded by Councilman Keifer to approve the advertisement for paving bids and to open the bids at the April meeting. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried.

STMP GRANT PHASE 2

Opening bids for the STMP GRANT PHASE 2

1. Wellsville Computer Bid \$48,510.90
2. Guyette Computer Bid \$ 59,720.00

It was motioned by Councilman Spencer, Seconded by Councilman Goodenough to approve Wellsville Computer in the amount of \$48,510.90. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried.

FULLTIME OPERATOR LABORER /RECREATION AND PART TIME SEASONAL POSITION

It was motioned by Councilman Keifer, seconded by Councilman Goodenough to approve the advertisement of a full-time operator laborer/ recreation job and a part time seasonal position. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried.

ADVERTISEMENT FOR AMENDED ORDINANCES

It was motioned by Michael Spencer, seconded by John Wright to advertise the amended ATV, speed limit sign, and the property line ordinances. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried.

LITTLE LEAGUE FIELD BEING USED BY THE LEGION

It was motioned by Tony Cowburn, seconded by Mike Spencer to allow the legion to use the little league field if they have checked with the high school and their scheduling. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried.

PORTABLE RESTROOMS AT LITTLE LEAGUE FIELD

It was motioned by Councilman Spencer, seconded by Councilman Cowburn to approve porta-potties at the little league field and high school field. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried

NRAT (Northcentral Regional ATV Trail)

The NRAT has a program and a cost of \$200 which includes a voting voice and will pay back \$250-\$400 per mile once the season closes. This would be a preferred NRAT route which is Eighth Street to North West Street, to Third Street, to North East Street, to East Second Street, and to Mill Street. Todd will look at how they mapped it to Tractor Supply and will check how many miles this includes.

It was motioned by Councilman Goodenough, seconded by Councilman Keifer to table this until April's meeting. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman

Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried

AED UNITS FOR POLICE VEHICLES

Councilman Cowburn stated the Coudersport Volunteer Fire Department has purchased an AED for the police car out of their fundraising budget.

MANAGER REPORT

Manager Brown stated that PennDot did not grant the speed to drop from 35mph to 25mph on East Second Street by the Consistory to Park Avenue.

On July 20, 2026 in the Arboretum there will be a Senior Expo from 10 am-2 pm

Flood mitigation grant Mill Creek Phase 6. Behind the New Beginnings Head Start building there is a sewer line that needs encased. The Coudersport Municipal Authority has been awarded an LSA grant to proceed with completing the encasing of the sewer line.

When Manager Brown spoke to engineers, they stated it would be great to apply for the grant to work with the sewer side to get this completed together.

It was motioned by Councilman Cowburn, seconded by Councilman Wright to approve Manager Brown to apply for the Grant. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, Councilman Spencer Yes, and Councilman Wright Yes, 6 Yes 0 No. Motion carried

MAYOR REPORT

Mayor Todd Wetzel stated he has met with all the officers and Chief McClain and are working on some communication pieces and job descriptions that will help clarify some things.

POLICE CHIEF REPORT

Nothing new

JR COUNCILPERSON REPORT

Jr Councilperson Joanna Chen stated the high school is nearing the third marking period and getting ready for spring break in a couple weeks. The senior high has started spring sports and junior high has started track. There is a new phone ban policy that has taken place on Monday and will continue through the end of the year. There are two field trips coming up for the newspaper club and yearbook, they will be going to St. Bonaventure to listen to a guest speaker. Envirothon and agriculture are going on a bird watching trip.

Councilman Wright is leaving the meeting

Executive session called at 6:52pm to pertaining to personnel

Executive session ended at 7:21 pm with no decisions reached

Approval of the revised CARP Deputy agreement

It was motioned by Councilman Goodenough, seconded by Councilman Cowburn to approve the revised CARP Deputy agreement and authorizing the president of Council to sign on behalf of the Coudersport Borough. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, and Councilman Spencer Yes, 5 Yes 0 No. Motion carried

RETIREMENT

It was motioned by Councilman Goodenough, seconded by Councilman Cowburn to accepted June Moore's retirement with gratitude for her many years of service to Coudersport Borough and wish her happy retirement. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, and Councilman Spencer Yes, 5 Yes 0 No. Motion carried

Building Code Enforcement

It was motioned by Councilman Cowburn, seconded Councilman Goodenough to have Manager Brown talk to KNA Inspections LLC out of Bradford to be sure they will do it. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, and Councilman Spencer Yes, 5 Yes 0 No. Motion carried

FINANCE & ORDINANCE

Councilman Goodenough attended the Pocono's vacation rental conference to learn more about it and he stated he got a whole lot of information. They created a template and most Borough and townships can mirror it. The big discussion was on the overall occupancy. They are basing the square footage of the homes this would determine the limit and in the wording of the ordinance would be language to the effect that you can have this many people without forcing a rezoning or a change of certificate of occupancy. This would prevent inspectors from coming in and saying you must put in sprinklers. The most challenging problem that he thinks we will have is the funding and organizing of the bureaucracy. He would like to get the committee to meet to get a draft in place.

SECOND SOLICITOR

Councilman Rossman and Manager Brown reached out to Wendy Nickerson to see if it was possible to have a second Solicitor because of having so much that needs worked on. Wendy said its legal to have a secondary Council for certain projects.

It was motioned by Councilman Cowburn, seconded by Councilman Goodenough to move forward with getting a second solicitor for the boundary's project. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Goodenough Yes, and Councilman Spencer Yes, 5 Yes 0 No. Motion carried

BUCKET TRUCK

The bucket truck is at Watsons and they are trying to find a fuel pump for it. They are having problems because it's so old. We use this truck for changing red lights and banners. Manager Brown has been looking online for a used truck and maybe add this to our budget for next year.

UTILITIES, STREETS, BRIDGES, AND TREES

Councilman Spencer would like to set up a sign for every other side of the street for snow removal. Manager Brown stated there are signs for no parking from 1am-6 am on Main Street but he could investigate setting up odd and even parking on the streets.

COUNCIL COMMENTS

Councilman Goodenough from recreation committee to reach out to Solicitor Leete to accelerate the dog park issue to see if there is a work around without an Ordinance or if she feels there needs to be an Ordinance.

ADJOURNMENT

As there was no further business to discuss the meeting adjourned at 8:05 pm.

Respectfully submitted,

Holly Hyde