

**COUDERSPORT BOROUGH COUNCIL  
REGULAR MONTHLY MEETING  
MARCH 19, 2025  
5:45 PM**

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

Council President Martin Fry 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 Councilmembers Martin Fry, Abigail Rossman, Dennis Goodenough, Craig Miller, and Jack Keifer.

Also present were Solicitor Daniel Glassmire, Mayor Andy Dubots, Police Chief Curt McClain, Officer Jared White, Manager Beverly Morris, Aliyah Dipiato, Joanna Chen, Bryan Phelps, Tony Cowburn, Mike Spencer, Todd Brown, Wayne Hathaway, Chris Wilson, Todd G. Brown, Don Kudrick, Chuck Jewell, and Jordan Leete.

**PRESENTATION OF APPRECIATION**

Council President Fry presented Wayne Hathaway with a certificate of appreciation and Solicitor Dan Glassmire gave a tribute to the dedication and community involvement Wayne has given to the Borough of Coudersport for years. Wayne will be missed. The council expressed their gratitude.

**APPOINTMENT TO COUNCIL**

Councilperson Rossman expressed her concerns that the Personnel Committee was replacing a Republican councilman with a Democratic councilman and felt that the Council would not have equal representation.

It was motioned by Councilperson Rossman to nominate Tony Cowburn to fill the remaining term of Wayne Hathaway. No second motion was made so this motion died.

It was motioned by Jack Keifer, seconded by Dennis Goodenough to nominate Christopher Wilson to fill the remaining term of Wayne Hathaway. Roll call vote taken: Councilman Keifer Yes, Councilman Miller Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman No. Motion carried 4 Yes 1 No.

**RESOLUTION 2025-2 APPOINTMENT TO COUNCIL**

It was motioned by Councilman Miller, seconded by Councilman Goodenough to adopt Resolution 2025-2 appointing Christopher Wilson to fill the remaining term of Wayne Hathaway that expires December 31, 2025. Roll call vote taken: Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Fry Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion Carried 5 Yes 0 No.

Mayor Dubots administered the Oath of Office to Christopher Wilson and Councilman Wilson took his seat at the table.

### **VISITOR'S REQUESTS AND COMMENTS**

Don Kudrick, Potter County Republican Chairman, felt that Council should have replaced a Republican councilmember with a qualified Republican councilman as that is what the voters elected instead of replacing him with a Democratic councilman.

### **DOG TRAINING FEDERATION**

Jordan Leete, representing the Dog Training Federation, was present to request using the back portion of CARP for a dog training program for veterans. The council feels this is a good opportunity and requested Mr. Leete to let the office know when these classes will be scheduled, and Sol. Glassmire requested a short contract with Mr. Leete.

It was motioned by Councilman Goodenough, seconded by Councilman Keifer to approve the use of CARP for dog training subject to the review and approval of a contract by Solicitor Glassmire. Roll call vote taken: Councilman Keifer Yes, Councilman Miller Yes, Councilman Fry Yes, Councilman Wilson Yes, Councilman Goodenough Yes and Councilman Rossman Yes. Motion carried 6 Yes 0 No.

Bryan Phelps, Fire Chief, was present to congratulate and thank Wayne Hathaway for his years of service to the community and also Manager Morris for her retirement.

Chief Phelps is concerned with dogs at the festivals and encouraged the Council to consider banning dogs from them.

### **BOROUGH MANAGER INTERVIEW**

Mike Spencer was present to state that he interviewed for the position of Borough Manager but still has not received the letter that he was told would be mailed to him. Council President Fry apologized for the letter as he had been ill, and Councilman Goodenough had a phone conversation with Mr. Spencer about the interview. Mr. Spencer wanted to know if the other Council members were aware of the conversation.

Mike Spencer also stated that the fire department would be hosing down the sidewalks and streets in the downtown district. Manager Morris stated that waiting until the streets were swept would be better as then all of the antiskid products would not be washed down into the storm drains. The council requested that the fire department and borough coordinate this effort after the streets are swept.

### **APPROVAL OF MINUTES**

It was motioned by Councilperson Rossman, seconded by Councilman Keifer to approve the minutes of the February 19, 2025, meeting as presented. Motion carried with Councilman Wilson abstaining.

### **VOUCHER LIST**

It was motioned by Councilman Miller, seconded by Councilman Goodenough to approve the voucher list in the following amounts: General Fund \$76,707.59, Water Operating Fund \$30,287.76, Sewer Operating Fund \$37,107.74, Street Lighting Fund \$3,775.79, Fire Protection Fund \$896.00, Recreation Fund \$2,954.80, and Library Fund \$65.00. Roll call vote taken: Councilman Keifer Yes, Councilman Miller Yes, Councilman Fry Yes, Councilman Wilson Abstained, Councilman Goodenough Yes and Councilman Rossman Yes. Motion carried 6 Yes 0 No, 1 Abstention.

### **OLD BUSINESS**

#### **SCHOOL RESOURCE OFFICER**

Councilman Goodenough stated that he, Chief McClain, and Officer Creech met with Superintendent Kyle and School Board member Ken Johnston concerning a school resource officer. Councilman Goodenough would like to table any action on this subject as the committee would like to bring the Solicitor and newly appointed Councilman Wilson up to speed. It was motioned by Councilman Goodenough, seconded by Councilperson Rossman to table any action to a later date. Motion unanimously carried.

#### **REQUEST FROM MIKE SPENCER**

Councilman Goodenough addressed Mike Spencer concerning his phone conversation and declined to share with all at the meeting the private conversation he had with Mr. Spencer.

#### **NEW BUSINESS – NONE**

#### **MANAGER'S REPORT**

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

Reminder that there is still time to register for the PSAB Annual Conference to be held in Hershey PA June 1 – 4<sup>th</sup>.

### **POLICE PENSION**

Informational packets were handed out for Council to review concerning the Deferred Retirement Option Plan for the police pension fund. Solicitor Glassmire will be reviewing this information and Council is encouraged to have a conference call with Thomas Anderson Associates, who manages the pension for a discussion on this option.

### **CLOSING OF MATERNITY SERVICES AT UPMC COLE**

Manager Morris asked if Council is interested in drafting a letter to various state officials encouraging them to help in any way to keep these services at UPMC Cole. It was motioned by Councilman Goodenough, seconded by Councilman Miller to approve a letter being sent with the review of the Solicitor. Roll call vote taken: Councilman Keifer Yes, Councilman Miller Yes, Councilman Fry Yes, Councilman Wilson Yes, Councilman Goodenough Yes and Councilman Rossman Yes. Motion carried 6 Yes 0 No.

### **MAYOR'S REPORT**

Mayor Dubots reported that there was no major damage to Coudersport Borough during Sunday's storm.

### **CHIEF OF POLICE REPORT**

Congratulations and thanks to Wayne Hathaway and Bev Morris.

### **SOLICITOR REPORT**

Solicitor Glassmire reported that there are ongoing projects.

### **JUNIOR COUNCIL REPORT**

Alyiah and Joanna reported that the Spanish Club is headed to Spain, Ty Woodard received first chair trombone at the state level, Dessert Theater is soon, the girls' basketball team played in the state playoffs. Also thank you to Council for donating to the scholarship fundraiser.

### **COMMITTEE REPORTS**

## **PERSONNEL/POLICE**

Councilmember Fry stated that the committee has interviewed four more candidates for the Borough Manager position.

## **SUMMER EMPLOYEE**

Manager Morris asked if Council would approve bringing back Mike Jordan for the summer to help out where needed. The council had no objection.

## **UTILITIES, STREETS, BRIDGES AND TREES**

The monitoring wells placed by DEP around the property of the current Tractor Supply were removed as two years' worth of testing have all come back with no contamination.

## **PROPERTY AND EQUIPMENT**

### **RT 6 ALLIANCE BIKE RACKS AND REPAIR STATION**

Councilperson Rossman and Councilman Miller met with Candayce Hillyard (Rt. 6 Coordinator) to further discuss the opportunity to have bike racks and bike repair stations within the borough. Councilperson Rossman and Councilman Miller would like to request ten (10) bike racks and one (1) repair station. All of these are paid for through a Rt 6 Alliance grant. The borough would be responsible for a cement pad for each and maintaining them. A list of locations will be gathered.

## **RECREATION/LIBRARY**

### **BALL FIELDS AT CARP**

The service club will be removing the infield of the little league field and replacing it with new top soil. The club will also straighten out the fence at the Rigas field and put boards along the bottom.

## **FINANCE/ORDINANCE**

### **STMP GRANT RESOLUTION – TABLED**

### **2025 – 2026 LIABILITY INSURANCE**

A quote from Matson Insurance was received for liability insurance (April 18, 2025 – April 18, 2026) in the amount of \$52,284, a \$6,000 increase from previous year. This will be split and paid for by the department. It was motioned by Councilperson Rossman, seconded by Councilman Keifer to approve this proposal for liability insurance. Roll call vote taken:

Councilman Keifer Yes, Councilman Miller Yes, Councilman Fry Yes, Councilman Wilson Yes, Councilman Goodenough Yes and Councilman Rossman Yes. Motion carried 6 Yes 0 No.

**PUBLIC COMMENT – NONE**

**COUNCIL COMMENTS**

Councilman Goodenough inquired if newly elected Councilman Wilson would have to resign from the Zoning Hearing Board. Solicitor Glassmire stated he would check on this to verify.

Councilman Fry asked if a special meeting needed to be held what amount of time is needed. Both the manager and solicitor stated that there needed to be 24-hour notice.

**ADJOURNMENT**

As there was no further business to discuss the meeting adjourned at 7:17 pm.

Respectfully submitted,

Beverly Morris, Secretary