

**COUDERSPORT BOROUGH COUNCIL  
REGULAR MONTHLY MEETING  
MARCH 20, 2024  
5:45 PM**

The Coudersport Borough Council held their regular monthly meeting on Wednesday, March 20, 2024 at the Coudersport Borough Maintenance Facility at 46 Damascus Road.

The meeting was called to order at 5:45 pm by President Wayne Hathaway who led all present in the Pledge of Allegiance.

**ROLL CALL**

Present were councilmember's Jack Keifer, Abigail Rossman, Wayne Hathaway, Dennis Goodenough, Jesse Minor and Martin Fry.

Also present were Engineer Chris Ernst, Chief Curt McClain, Solicitor Dan Glassmire, Manager Bev Morris, Wayne Wentzel, Todd Brown and Kevin Saulter.

**ADDITIONAL AGENDA ITEMS**

It was motioned by Councilperson Rossman, seconded by Councilman Minor to add to the agenda discussion on a Fire Insurance Escrow Ordinance. Motion unanimously carried.

**VISITORS REQUESTS AND COMMENTS NONE**

**APPROVAL OF MINUTES**

It was motioned by Councilman Goodenough, seconded by Councilman Keifer to approve the minutes of February 21, 2024 as amended. (commendation instead of accommodation). Motion unanimously carried.

**APPROVAL OF VOUCHER LIST**

It was motioned by Councilman Keifer, seconded by Councilperson Rossman to approve the voucher list in the following amounts: General Fund \$72,855.20, Water Operating Fund \$28,164.98, Sewer Operating Fund \$37,086.85, Street Lighting Fund \$3,702.25, Recreation Fund \$2,790.15 and Library Fund \$65.00. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes 0 No.

Reports that were received were Meeting notes, voucher list, fund balances, treasurer's report and police report.

## **NEW BUSINESS**

### **ROSS GLENN STORM WATER PROJECT BIDS**

Engineer Chris Ernst opened the bids received for this project:

Benson Construction \$629,219

Hawbaker Construction \$481,136

Duffy Construction \$424,596

It was motioned by Councilman Keifer, seconded by Councilman Fry to have the bid from Duffy Construction in the amount of \$424,596 be awarded subject to review of all the bid documents by Eng. Chris Ernst before he recommends the contract award. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes 0 No.

### **2024 PAVING BIDS**

Bids were received from: Hawbaker's \$153,470.00

Wayne's \$196,454.00

IA Const. \$126,336.80

After review of the bids it was motioned by Councilman Fry, seconded by Councilman Keifer to accept the quote for 2024 paving from IA Construction in the amount of \$126,336.80. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes 0 No

### **PSAB – NON FEDERAL DRUG AND ALCOLOL TESTING PROGRAM**

It was motioned by Councilman Keifer, seconded by Councilman Minor to approve the agreement with PSAB to administer the Non-Federal Drug and Alcohol Program for mandatory drug and alcohol testing for CDL drivers. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes 0 No.

### **2024 MAPLE FESTIVAL**

It was motioned by Councilman Fry, seconded by Councilperson Rossman to approve the request from the Coudersport Chamber of Commerce for the Maple Festival to be held on May 3, 2024 and May 4, 2024. Request approved include trash containers, banner placement, assistance from Vol. Fire Dept and Coudersport Borough Police for traffic control during the parade (Saturday, May 4, 2024 line up at 2 pm on Alleg. Ave and parade beginning at 3 pm traveling north on Main Street and ending on Fourth St.), "No Parking" bags around the Courthouse square and closing of Third Street from Main to North East and North East from Third to Second beginning Thursday evening May 1, 2024 at 5 pm. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes 0 No.

It was then motioned by Councilman Goodenough, seconded by Councilperson Rossman to approve “Dan’s Whiskey Wagon” to be set up on Third Street with chamber members monitoring the enclosed area. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry No, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 5 Yes 1 No.

#### **COUDERSPORT AREA EDUCATIONAL ASSOCIATION 5K**

It was motioned by Councilman Minor, seconded by Councilman Keifer to approve the 5K race to be held on Saturday, May 4, 2024 beginning and ending at the Elementary School. Motion unanimously carried.

#### **COUDERSPORT PTSA DONATION**

It was motioned by Councilman Fry, seconded by Councilman Minor to approve a family pool pass to be used for a raffle in the fundraiser for the 6<sup>th</sup> grade trip to Washington, DC. Roll call vote taken: Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Fry Yes, Councilman Hathaway No, Councilman Minor Yes and Councilman Keifer Yes. Motion carried 6 Yes 1 No.

#### **GOD’S COUNTRY MARATHON**

It was motioned by Councilman Fry, seconded by Councilperson Rossman to approve the marathon and the committee’s request for trash containers and bagging of parking meters on the east side of Main Street from Allegany Avenue to the finish line. Roll call vote taken: Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Fry Yes, Councilman Hathaway Yes, Councilman Minor Yes and Councilman Keifer Yes. Motion carried 6 Yes 0 No.

#### **MANAGER’S REPORT**

Manager Morris reported that CBA will hold their monthly meeting on Thursday, March 21, 2024 at 6:30 pm at the maintenance facility and CAMA will hold their monthly meeting on Monday, March 25, 2024 at the WWTP on Toles Hollow on 6:30 pm. All are welcome to attend.

#### **McWaPEC RESOLUTION**

McWaPEC is sponsoring a resolution to PSAB’s legislative personnel. This resolution deals with DEP’s unfunded mandates that are affecting all water systems. These resolutions will be presented to CBA. It was motioned by Councilman Fry, seconded by Councilman Keifer to authorize these resolutions to be presented to PSAB. Motion unanimously carried.

#### **2024 FISHING DERBY**

The American Legion Kids Fishing Derby will be held on Saturday, May 4, 2024.

#### **2023 CONSUMER CONFIDENCE WATER QUALITY REPORT**

The report was presented to council for their review.

MAYOR'S REPORT – Mayor Dubots was absent.

#### **SOLICITOR'S REPORT**

Many items in the works but nothing to discuss.

#### **COMMITTEE REPORTS**

##### **PROPERTY AND EQUIPMENT**

##### **SIDEWALK PROGRAM**

It was motioned by Councilman Fry, seconded by Councilman Minor to authorize advertising for the sidewalk program. Roll call vote taken: Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Fry Yes, Councilman Hathaway Yes, Councilman Minor Yes and Councilman Keifer Yes. Motion carried 6 Yes 0 No.

##### **FAÇADE GRANTS**

Councilman Minor asked about façade grants that were offered to businesses a few years ago and where that money came from. Manager Morris stated that the last façade grants came through the County.

##### **RECREATION/LIBRARY**

The cost of swim lessons was discussed as it is undetermined if as in the past an organization will solicit donations for free swim lessons. Councilperson Rossman will contact organization.

##### **FINANCE/ORDINANCE**

##### **LIABILITY INSURANCE APRIL 2024 – APRIL 2025**

Two quotes were received. Matson Insurance \$48067.00 and Kilmer Group \$66,854.00 for the yearly liability insurance. It was motioned by Councilman Goodenough, seconded by Councilman Keifer to approve the quote from Matson Insurance in the amount of \$48,067 for liability insurance. Roll call vote taken: Councilman Keifer Yes, Councilman Minor Yes, Councilman Hathaway Yes, Councilman Fry Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 6 Yes 0 No.

##### **FIRE INSURANCE ESCROW ORDINANCE**

This proposed ordinance was discussed and authorized Sol. Glassmire to begin the process of preparing a draft ordinance for council to review.

##### **PUBLIC COMMENT**

Sweden Twp. supervisor Kevin Saulter stated that he felt there could be backlash from residents from this ordinance.

**ADJOURNMENT**

As there was no further business to discuss the meeting adjourned at 6:50 pm.

Respectfully submitted,

Beverly Morris, Secretary