

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

The Coudersport Borough Council held its regular monthly meeting on Wednesday, November 19, 2025 at the Coudersport Borough Maintenance Facility on Damascus Street.

Council President Marty Fry called the meeting to order at 5:45 pm and led all present in the Pledge of Allegiance followed by a moment of silence for our Solicitor Dan Glassmire.

**ROLL CALL**

Present at the meeting were Council members Abigail Rossman, Marty Fry, Chris Wilson, Craig Miller, Dennis Goodenough, and Jack Keifer.

Also present were Mayor Andy Dubots, Chief McClain, Manager Todd G. Brown, Holly Hyde, Wayne Wentzel, Michael Spencer, Donna LeSchander, James Babcock, Tony Cowburn, Eric Foust, Joe Cumby, Jessica Kenley, Karin Karr, Brad Karr, Wendy Brown, John Bloss, Bob Rossman, Joe Ayers, Chuck Jewell, Todd W. Brown, David Dupont, Debbie Dean, And June Moore.

**ADDITIONAL AGENDA ITEMS**

None

**VISITOR'S REQUESTS AND COMMENTS**

Wendy Brown, a representative of the Ambulance Association wanted to make sure Council and the surrounding townships are aware that the Ambulance Association and Fire Department are separate entities. Wendy also explained that they need new members.

James Babcock was present to introduce himself as the new Borough Tax Collector for 2026 and asked about having hours at the Borough office and a Resolution to has his name put on the Borough bank account. Marty Fry addressed James and explained that to have hours at the Borough office it will be referred to by the property and equipment committee.

**APPROVAL OF MINUTES**

It was motioned by Councilman Keifer, seconded by Councilperson Rossman to approve the minutes of the October 15, 2025 meeting as presented All in favor, motion carried.

## **VOUCHER LIST**

It was motioned by Councilman Wilson, seconded by Councilman Miller to approve the voucher list in the following amounts: General Fund \$117,795.49 Water Operating Fund \$47,726.58, Sewer Operating Fund \$48,538.67, Street Lighting Fund \$3,641.16, Fire Protection Fund \$1,238.00, Recreation Fund \$3,261.64, and Library Fund \$65.00. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Councilman Miller Yes, Councilman Goodenough Yes, and Councilperson Rossman Yes. 6 Yes 0 No. Motion carried.

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

## **OLD BUSINESS**

### **2026 Fire Department contract**

**Executive session called at 5:52 pm to discuss financial litigation.**

**Executive session ended with no decisions reached at 6:07 pm.**

The Finance Committee consists of Craig Miller, Chris Wilson, and Dennis Goodenough. Dennis read a letter that will be sent to the Fire Department. (see attached)

It was motioned by Councilman Goodenough, seconded by Councilman Miller to approve the signatures from the President of Council and Borough Manager and in addition to the Townships signatures. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Councilman Miller Yes, Councilman Goodenough Yes, and Councilperson Rossman No. 5 Yes 1 No. Motion carried.

### **FIRE DEPARTMENT AGREEMENT FOR THE YEAR 2026 (See Attached)**

It was motioned by Councilman Goodenough, seconded by Councilman Miller to approve the revised agreement for the year 2026 with the Volunteer Fire Department which maintains the same language as the current contract except for the reduction in the Boroughs payment from \$64,157.22 to \$59,574.56 and a decrease in the millage rate .00175 to .001625. and further to approve the Council President and Borough Manager to sign the agreement on behalf of the Coudersport Borough. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Councilman Miller Yes, Councilman Goodenough Yes, and Councilperson Rossman Yes. 6 Yes 0 No. Motion carried.

## **NEW BUSINESS**

### **Advertising of 2026 Budget**

It was motioned by Councilman Miller, seconded by Councilperson Rossman to approve the advertising of the 2026 Coudersport Borough Budget. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Councilman Miller Yes, Councilman Goodenough Yes, and Councilperson Rossman Yes. 6 Yes 0 No. Motion carried.

### **Christmas Pool Pass Discounts**

It was motioned by Councilman Goodenough, seconded by Councilman Keifer to approve for a 20% discount for the month of December for pool passes. The total discount would be \$137.60 for a family pool pass, adult season passes for \$82.40, Student passes for \$68.80, and Senior Citizens pass \$ 36.80. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Councilman Miller Yes, Councilman Goodenough Yes, and Councilperson Rossman Yes. 6 Yes 0 No. Motion carried.

### **Employee Christmas gifts**

It was motioned by Councilman Keifer, seconded by Councilman Miller to approve the employee gift cards in the amount of \$75. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Councilman Miller Yes, Councilman Goodenough Yes, and Councilperson Rossman Yes. 6 Yes 0 No. Motion carried.

### **Bagging of meters for the Holidays**

Chamber of Commerce has asked to have the parking meters bagged between Thanksgiving and New Years. It was motioned by Councilman Miller, seconded by Councilperson Rossman to approve the bagging of meters from Thanksgiving through New Years. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Councilman Miller Yes, Councilman Goodenough Yes, and Councilperson Rossman Yes. 6 Yes 0 No. Motion carried.

## **MANAGER'S REPORT**

### **2024 Financial Audit**

It was motioned by Councilman Goodenough, seconded by Councilman Wilson to approve the appropriate signatures and for publication. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Councilman Miller Yes, Councilman Goodenough Yes, and Councilperson Rossman Yes. 6 Yes 0 No. Motion carried.

## **Act 167 Stormwater Management Plan Agreement**

All Municipalities must have a representative for the Act 167 Stormwater Management Plan and Jack Keifer would like this position. It was motioned by Councilman Goodenough, seconded by Councilperson Rossman to approve Councilman Keifer to be Coudersport Borough representative for the Act 167 Stormwater Management Plan. Roll call vote taken: Councilman Keifer Abstained, Councilman Wilson Yes, Councilman Fry Yes, Councilman Miller Yes, Councilman Goodenough Yes, and Councilperson Rossman Yes. 5 Yes 1 Abstained. Motion carried.

## **Liquid Fuel Money**

IA Construction could not get our paving done this year and IA Construction is holding the price for 2026. Manager Brown would like to move the funds to PLIGT to gain some additional funding on the liquid fuels money. It was motioned by Councilman Goodenough, seconded by Councilman Wilson to approve the transfer of liquid fuels money to PLIGT. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Councilman Miller Yes, Councilman Goodenough Yes, and Councilperson Rossman Yes. 6 Yes 0 No. Motion carried.

## **Christmas in a Small Town**

Manager Brown just wants to remind everyone about Christmas in a Small Town which will be November 29, 2025 and First Street will be shut down.

## **MAYOR'S REPORT**

Winter is here so please check on your elderly neighbors.

## **CHIEF OF POLICE REPORT**

Nothing in addition to the report

## **COMMITTEE REPORTS**

### **PERSONNEL/ POLICE**

Union Contract for the employees have been voted on the contract and there are unfilled positions that Council and the Union are working on being filled. The Police contract has been voted on but not finalized by Council.

## **PUBLIC COMMENTS**

David Dupont asked about the short-term rentals and was unaware of the passing of our Solicitor. He asked if this would continue and Councilman Fry stated it will take some time, but it would be addressed.

Mike Spencer wanted to thank Council for encouraging him to run in the election.

**ADJOURNMENT**

As there was no further business to discuss the meeting adjourned at 6:32 pm.

Respectfully submitted,

Holly Hyde