

**COUDERSPORT BOROUGH COUNCIL
REGULAR MONTHLY MEETING
SEPTEMBER 10, 2025
5:45 PM**

The Coudersport Borough Council held its regular monthly meeting on Wednesday, September 10, 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.

ROLL CALL

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

Also present were Solicitor Daniel Glassmire, Mayor Andy Dubots, Officer Jared White, Manager Todd G. Brown, Todd Brown, Chuck Jewell, Josh Corey, Wayne Wentzel, Robert Nolan, Joe Cumby, Jessica Kenley, Robert Rossman, and Jason Gibson.

ADDITIONAL AGENDA ITEMS

Christmas in a Small Town

VISITOR'S REQUESTS AND COMMENTS

Josh Corey and Jason Gibson owners of Dark Skies Vacation Rentals, were present to provide a pamphlet on their short-term rentals. Their purpose for the presentation was to 1.) define short-term rentals (STRs) 2.) Highlight STR Safety Measures, and 3.) Address recent notices of violation

Josh stated that he agrees with the municipalities that put together an Ordinance on STRs and has proven across the state of Pennsylvania to be a very workable solution. Josh is also requesting that the Borough and all municipalities throughout the county formally ask ERB Inspections to pause there NOV letters until the municipalities can adopt a clear direction for short-term rentals.

The Ordinance committee has not had time to get together to work on the short-term ordinance, but Josh Corey is willing to meet with them to work on an ordinance for STRs.

APPROVAL OF MINUTES

It was motioned by Councilman Keifer, seconded by Councilperson Rossman to approve the minutes of the August 21, 2025 meeting as presented All in favor, motion carried.

VOUCHER LIST

It was motioned by Councilperson Rossman, seconded by Councilman Wilson to approve the voucher list in the following amounts: General Fund \$53,793.72, Water Operating Fund \$38,046.74, Sewer Operating Fund \$28,163.33, Capital Reserve Fund \$2,000.00, Street Lighting Fund \$149.15, Fire Protection Fund \$1,238.00, Recreation Fund \$26,783.06, and Library Fund \$65.00. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Councilman Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

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

OLD BUSINESS

2026 MINIMUM MUNICIPAL OBLIGATION

It was motioned by Councilman Wilson, seconded by Councilman Miller to approve the police pension and the Non Uniform Pension fund. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Councilman Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

MANAGER'S REPORT

Elliot Ness bus tour

Stephen Green from the Elliot Ness Museum is requesting 3 parking spots for the bus to park in front of the museum on October 13, 2025 for the tour on October 14, 2025. It was motioned by Councilman Miller, seconded by Councilman Keifer to approve blocking of three parking spot in front of the Elliot Ness Museum. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Councilman Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

Special Olympics 5K

It was requested by Jennifer Tresp to have a 5K on October 18, 2025 to support the Special Olympics. Registration will be at Mitchel Park at 8am and race begins at 9am. There will be signs and volunteers on the cross streets. It was motioned by Councilman Miller, seconded by Councilperson Rossman to approve the 5K for the Special Olympics. Roll call vote taken:

Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

McWAPEC

The dinner will be held in Kane PA. on September 25, 2025 and will need to put any reservations in by September 17, 2025.

Christmas in Small Town

Christmas in a Small Town will be held on November 29, 2025 and they are requesting First Street be blocked off from the theater to North West Street.

It was motioned by Councilman Wilson, seconded by Councilman Miller to approve Christmas in a Small Town on November 29th and the street closer. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Craig Miller Yes, and Councilperson Rossman Abstained. 4 Yes 1 Abstention Motion carried.

Halloween Parade

The Halloween Parade will be held on November 1, 2025 at 3pm. starting from Third Street to Water Street. It was motioned by Councilperson Rossman, seconded by Councilman Miller to approve the Halloween Parade for November 1st at 3 PM. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

ATV Extended Routes

Manager Brown stated he has not received an official letter from Penn Dot but has spoke with them and they have denied the request for ATV travel on Route Six West because of the traffic count. Will Hunt and Commissioner Robert Rossman are working on this with the State representatives and State Police.

MAYOR'S REPORT

None

CHIEF OF POLICE REPORT

Nothing in addition to the report

SOLICITOR REPORT

Bill Hebee represents the property owner of the Crittenden and Mr. Hebee believes that he may be close to negotiating a resolution with the insurance companies and that funding may make it a reality to do the restoration. There is hope that it will not be a permanent eye sore.

Solicitor Glassmire is working with the Manager on additional projects.

Solicitor Glassmire is requesting a meeting with the Streets and Equipment committee to go over the alleys in the Borough.

The Solicitor will also be sending a tougher letter to ERB Inspections about Short-Term Rentals.

Councilperson Rossman asked Solicitor Glassmire how things are coming along with the Borough boundary lines. Solicitor Glassmire states that we should have a meeting with Eulalia Township to establish a list of residence so Solicitor Glassmire can write a letter to each one of them to set up an appointment with Mr. Glassmire at his office.

COMMITTEE REPORTS

PERSONNEL/ POLICE

Councilman Fry reported that union negotiations have met three times and feel they will be completed soon.

It was motioned by Councilman Wilson, seconded by Councilman Miller to ratify action to hire Logan Marshall as the water trainee to start on September 15, 2025. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

Councilman Wilson asked Manager Brown about the use of anti-skid or direct salt. Manager Brown stated that the forman would like to have a hotter mix instead of direct salt due to the cracks in the pavement on some of the streets. Manager Brown also stated that Co-Stars did not receive the application on time so he is working with them to see if they will work with us or if we will need to bid it out.

It was motioned by Councilperson Rossman, seconded by Councilman Wilson to authorize the Borough Manager to decide to use Co-Stars or bid directly. Roll call vote taken: Councilman Keifer Yes, Councilman Wilson Yes, Councilman Fry Yes, Craig Miller Yes, and Councilperson Rossman Yes. 5 Yes 0 No. Motion carried.

PUBLIC COMMENT

Robert Noland of 1007 S Main St wanted to address his water/ sewer bill. Chairman Fry addressed Mr. Nolan and explained that there are water authority and sewer authority boards and that he will need to attend their meetings to have his bill reviewed.

ADJOURNMENT

As there was no further business to discuss the meeting adjourned at 7:31 pm.

Respectfully submitted,

Holly Hyde