

**COUDERSPORT BOROUGH COUNCIL
REGULAR MONTHLY MEETING
SEPTEMBER 15, 2023
5:45 PM**

The Coudersport Borough Council held their regular monthly meeting on Friday, September 15, 2023 at 5:45 pm at the Coudersport Borough Maintenance Facility on Damascus Road.

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

MEMBERS PRESENT

Present were Council members Wayne Hathaway, George Hults, Todd Husson, Marty Fry, Jack Keifer and Jesse Minor.

Also present were Mayor Andy Dubots, Manager Beverly Morris, Donna LeSchander (Leader Enterprise), Jen Sheehy, Atty. Karen Cahilly, Annie Maher, Kevin Maher and Teresa Kisiel.

ADDITIONAL AGENDA ITEMS

VETERAN'S WALL DONATION MONEY

It was motioned by Councilman Hults, seconded by Councilman Fry to add to the agenda discussion on the Veteran's Wall donation money. Motion unanimously carried.

REMOVAL OF TREE DEBRIS

It was motioned by Councilman Husson, seconded by Councilman Keifer to add to the agenda the disposal of a cut up tree to be removed from private property on South Main Street. Motion unanimously carried.

It was motioned by Councilman Fry, seconded by Councilman Husson to notify the property owner that the Borough is not in the position to remove cut up tree debris from private property but the tree remains can be hauled to the dump. Motion unanimously carried.

VISITORS REQUESTS AND COMMENTS

MAHER PROPERTY/ALLEY

Atty. Karen Cahilly, representing Kevin and Anne Maher of South Main Street, was present to resolve the old alley issue in the rear of their property. Atty. Cahilly states that there is no documentation of either a quit claim deed or an abandonment of the alley. The Maher's need to have this matter cleared up as they intend on selling their property. Atty. Cahilly would like to request consent from the Borough Council as a survey shows garage encroachment on the alley.

Manager Morris referenced a July 2000 Borough Council meeting minutes that reflect a motion, second and approval of Council to erect a fence using a minimum amount of the land that would be alley right

of way and to erect the fence in a temporary manner to enable relocation if the survey determined a different location.

Council tabled this matter until Solicitor Glassmire can be consulted.

25 EAST SEVENTH STREET

Teresa Kisiel was present to inform Council of a blight program that may be helpful at 25 East Seventh Street.

SURVIVOR FAMILY

Jen Sheehy was present to request that West Maple Street be blocked off from the fence at Dollar General to Vine Street on Saturday, October 28, 2023 from 3 pm – 10 pm for a Halloween maze. This maze is free of charge (donations accepted).

It was motioned by Councilman Husson, seconded by Councilman Minor to approve this request as presented. Motion unanimously carried.

APPROVAL OF MINUTES

It was motioned by Councilman Husson, seconded by Councilman Hults to approve the minutes of the August 18, 2023 meeting. Motion unanimously carried.

VOUCHER LIST

It was motioned by Councilman Hults, seconded by Councilman Fry to approve the voucher list in the following amounts – General fund \$59,618.75, Water Operating Fund \$33,060.85, Sewer Operating Fund \$35,960.62, Capital Reserve \$2,988.93, Street Lighting Fund \$85.25, Fire Protection Fund \$1,237.00, Recreation Fund \$22,795.79 and Library Fund \$63.00. Roll call vote taken: Councilman Keifer Yes, Councilman Husson Yes, Councilman Hults Yes, Councilman Fry Yes and Councilman Minor Yes. Motion carried 6 Yes 0 No.

Manager Morris stated that the reports received were the meeting notes, voucher list, fund balance, treasurer's report and police report.

OLD BUSINESS

Strategic Management Planning Program report was tabled.

NEW BUSINESS

2022 FINANCIAL AUDIT

It was motioned by Councilman Hults, seconded by Councilman Minor to approve the 2022 Financial Audit and to approve publication. Roll call vote taken: Councilman Keifer Yes, Councilman Husson Yes, Councilman Hults Yes, Councilman Fry Yes and Councilman Minor Yes. Motion carried 6 Yes 0 No.

RESOLUTION 2023-2 COUNTY AID

It was motioned by Councilman Fry, seconded by Councilman Minor to approve Resolution 2023-2 the application for County Aid in the amount of \$4,649.82. This money will be used for snow removal material. Roll call vote taken: Councilman Keifer Yes, Councilman Husson Yes, Councilman Hults Yes, Councilman Fry Yes and Councilman Minor Yes. Motion carried 6 Yes 0 No.

ROTARY HALLOWEEN PARADE

It was motioned by Councilman Fry, seconded by Councilman Minor to approve the request for the Halloween parade on October 28, 2023 with line up on Third Street beginning at 2 pm and the parade to begin at 3 pm traveling south on Main Street to Water Street. Motion unanimously carried.

TAX COLLECTOR CONFERENCE

It was motioned by Councilman Husson, seconded by Councilman Fry to approve the request from Teresa Kisiel to attend the PA Tax Collector's Conference in Cranberry Twp., PA on October 20 & 21, 2023 with reimbursement for travel, meals, lodging and conference costs not to exceed \$500. Roll call vote taken: Councilman Keifer Yes, Councilman Husson Yes, Councilman Hults Yes, Councilman Fry Yes and Councilman Minor Yes. Motion carried 6 Yes 0 No.

MANAGER'S REPORT

Manager Morris reported that the CBA meeting was held on Thursday September 21, 2023 and the CAMA meeting will be held on Monday, September 25, 2023.

A McWaPEC meeting will be held on Thursday, September 28, 2023 and be hosted by Lewis Run Borough. Confirmed reservations to date are for Wayne Hathaway, Andy Dubots and Bev Morris.

Manager Morris will be attending PSAB Fall conference in Erie from October 12th – 15th.

The Coudersport Vol. Fire Department will hold their yearly meeting with the municipalities on Thursday, September 27, 2023 at 6 pm. All are welcome to attend.

VETERAN'S WALL DONATIONS

It was motioned by Councilman Fry, seconded by Councilman Keifer to return to all donors the donations they made for the repair of the veteran's wall along with a letter stating the address of the American Legion if the donor wanted to re-donate this money. Roll call vote taken: Councilman Keifer Yes, Councilman Husson Yes, Councilman Hults Yes, Councilman Fry Yes and Councilman Minor Yes. Motion carried 6 Yes 0 No.

MAYOR'S REPORT

Mayor Dubots has set Saturday, October 28, 2023 for Trunk N Treat to begin at 4 pm in the Borough building parking lot and Trick or Treat to follow until residents turn their lights out.

POLICE CHIEF REPORT NONE

SOLICITOR'S REPORT NONE

COMMITTEE REPORTS

PERSONNEL/ POLICE NONE

UTILITIES, STREETS, BRIDGES AND TREES NONE

PROPERTY AND EQUIPMENT NONE

RECREATION/LIBRARY NONE

FINANCE/ORDINANCE

2024 MINIMUM MUNICIPAL OBLIGATION

The Minimum Municipal Obligation for the 2024 Non Uniform Pension fund will be \$76,542 and the 2024 Police Pension will be \$56,939.

COUNCILMAN'S COMMENTS

Councilman Husson stated that the center line that PennDOT painted on Main Street is horrible and is not even in the middle of the street.

ADJOURNMENT

As there was no further business to discuss the meeting adjourned at 7:50 pm.

Respectfully submitted,

Beverly Morris, Secretary