

**COUDERSPORT BOROUGH COUNCIL
REGULAR MONTHLY MEETING
SEPTEMBER 18, 2024
5:45 PM**

The Coudersport Borough Council held their regular monthly meeting on Wednesday, September 18, 2024 at the Coudersport Borough Maintenance Facility on Damascus Road.

Council President Wayne Hathaway called the meeting to order and led all present in the Pledge of Allegiance.

ROLL CALL

Present were councilmember's Wayne Hathaway, Jack Keifer, Craig Miller, Dennis Goodenough and Abigail Rossman. Councilman Fry and Mayor Dubots were absent. Also present were Manager Beverly Morris, Solicitor Dan Glassmire, Chief Curt McClain, Dave DuPont, Gail DuPont, Kevin Saulter Jr, Haley Caton, Terri Moore, Tom Storey, Lindsey Storey, Donna Leschandra and Wayne Wentzel.

VISITORS REQUESTS AND COMMENTS

No Visitors comments

APPROVAL OF MINUTES

It was motioned by Councilperson Rossman, seconded by Councilman Keifer to approve the minutes of August 21, 2024 as presented. Motion carried with the exception of Councilman Goodenough abstaining.

VOUCHER LIST

It was motioned by Councilman Keifer, seconded by Councilman Miller to approve the voucher in the following amounts: General Fund \$62,372.00, Water Operating Fund \$58,203.87, Sewer Operating Fund \$44,123.66, Capital Reserve Fund \$770.20, Highway Aid Fund \$1,902.63, Street Lighting Fund \$3,624.88, Fire Protection Fund \$842.00, Recreation Fund \$29,383.89 and Library Fund \$65.00. Roll call vote taken: Councilman Keifer Yes, Councilman Miller Yes, Councilman Hathaway Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 5 Yes, 0 No.

Reports received were the meeting notes, voucher list, fund balance, treasurer's report and police report.

OLD BUSINESS

DUNKIN PROPOSED PLAN

It was motioned by Councilperson Rossman, seconded by Councilman Keifer to approve the preliminary plan for a Dunkin at 199 Route Six West contingent upon PennDOT's highway occupancy permit including a center turn lane and consideration be given to have the façade compliant with the PA Wild's Guide and that all borough ordinances and regulations be complied with. Roll call vote

taken: Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 5 Yes 0 No.

VISITORS REQUESTS AND COMMENTS

(Residents were late coming to meeting)

PARKING TICKETS

Terri Moore, Moore Nutrition, was present along with Kevin Saulter Jr, Haley Caton, Tom Storey and Lindsey Storey to voice their concerns over the recent onslaught of parking tickets. Her concerns are – the inconsistency in which they are given, how giving parking tickets will harm the small businesses, no parking spaces are provided for their employees, and there are broken meters. It was stated that when she has one employee working they can't go out and feed the meters. Discussion followed between Council members and the visitors concerning these issues. Permit parking was discussed.

Sol. Glassmire suggested that Council President Hathaway could refer this to committee. Councilman Hathaway stated that he would not refer this to committee as he feels the meters are there for a purpose and they will take a nickel or dime.

It was then motioned by Councilperson Rossman, seconded by Councilman Goodenough to refer this to the Finance/Ordinance Committee. Motion carried 4 Yes, 1 No.

SHORT TERM RENTALS

Dave and Gail DuPont, East Seventh Street, were present to hear what Sol. Glassmire had to say about the letter he received on short term rentals from Erb Inspections.

Solicitor Glassmire stated he would give advice to Council by reviewing their options as the policy decisions, of course, are a Borough Council decision.

Council can act by ordinance, making them more owner friendly – how property owners use their own property and promote business.

There are also reasons for codes and standards, safety hazards, as council could bear some responsibility as Council's main job is to ensure the safety and welfare of the public.

Council could also look to modify the ordinance so as to have the Borough benefit from these rentals (tax). The borough wants tourism but also has to bear the burden and indirect demands on the residents.

Erb blanketed the property owners with a strong letter that the Borough responded to.

Sol. Glassmire stated that he is working on language for these issues.

Mr. DuPont gave a history of how his wife's short term rental came to be in 2009. They were given approval in 2009 from the zoning hearing board and he would like to be declared exempt from the Erb letter and does not want to be pushed into the hotel classification. Mr. DuPont also provided Council parts of the UCC codes and fire sprinkler mandates.

Councilperson Rossman offered to help with information on the hotel tax. No hotel tax are distributed to the Borough.

OLD BUSINESS

JIM CURRIN – 714 ROSS STREET – MINOR SUBDIVISION ADD ON

A proposed plan for an add-on of property from Jim Currin of 714 Ross Street to John Currin of 718 Ross Street was reviewed. Currently 718 Ross Street property is nonconforming and this addition would make it conforming. The property at 714 Ross Street would still be conforming after the transfer.

It was motioned by Councilman Goodenough, seconded by Councilperson Rossman to approve this request contingent upon review of Solicitor and Coudersport Borough Planning Commission. Motion unanimously carried.

TRAINING REQUEST – TAX COLLECTOR TERESA KISIEL

Tax Collector Teresa Kisiel is requesting approval for training in Camp Hill, PA Oct 11 & 12th and for reimbursement of meals, lodging, registration and mileage. It was motioned by Councilperson Rossman, seconded by Councilman Goodenough to approve this request. Roll call vote taken: Councilman Keifer Yes, Councilman Miller Yes, Councilman Hathaway Yes, Councilman Goodenough Yes and Councilperson Rossman Yes. Motion carried 5 Yes, 0 No.

MANAGER’S REPORT

Manager Morris reported the CBA will meet on Sept. 19th at 6:30 pm and the CAMA will meet on Sept 23rd at 6:30 pm. All are welcome to attend.

A zoning hearing board meeting is scheduled for Sept. 30th for the day care on Maple Street.

DEP has determined that there are no contamination issues around the Tractor Supply lot and their study has ended.

PSAB Fall Conference, Oct. 10th -13th will be held in Lancaster. Manager Morris will be attending. There is no expense to the Borough as Manager Morris is a Trustee and a Board of Director.

McWaPEC will meet in Smethport on Thursday, September 26th.

Information on a Two State Trail Plan meeting will be held at the Lodge at Denton Hill on Friday, October 25th from 10 am to 2 pm.

MAYOR’ REPORT None

POLICE CHIEF’S REPORT

A meeting was held with the Superintendent of Coudersport School District, Drew Kyle, to discuss a School Resource Officer. Per the Superintendent, the school district will be asking for a waiver as the response time from the Coudersport Borough PD is very quick.

There has been a request to remove the 15 minute parking signs from Third Street because employees of the post office want to park there and not get tickets.

SOLICITOR’S REPORT

Already addressed short term rentals earlier in the meeting.

COMMITTEE REPORTS

PERSONNEL/POLICE NONE

UTILITIES, STREETS, BRIDGES AND TREES

QUOTES FOR ANTI SKID FOR THE 2024-2025 WINTER SEASON

Quotes were received from Hawbakers in the amount of \$22.22 per ton delivered and IA Construction in the amount of \$18.80 per ton delivered.

It was motioned by Councilman Keifer, seconded by Councilman Rossman to accept the quote of IA Construction in the amount of \$18.80 per ton of anti skid delivered. Roll call vote taken: Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 5 Yes 0 No.

PROPERTY AND EQUIPMENT - NONE

RECREATION & LIBRARY

RAFTER ENCLOSURE AT PAVILIONS

It was motioned by Councilman Goodenough, seconded by Councilperson Rossman to have the rafters at the CARP pavilion enclosed for a cost of \$4,100 and the rafters enclosed at Mitchell Park pavilion for \$3,500 by Ivan Yoder. Roll call vote taken: Councilperson Rossman Yes, Councilman Goodenough Yes, Councilman Hathaway Yes, Councilman Miller Yes and Councilman Keifer Yes. Motion carried 5 Yes 0 No.

ELECTRIC SERVICE AT THE CARP COURTS

Manager Morris reported that in the opinion of a electrician repairing/replacing the electrical outlets at the courts will be an expensive undertaking. Council's consensus was that this will not be happening.

FINANCE/ORDINANCE

2025 MINIMUM MUNICIPAL OBLIGATION

The Minimum Municipal Obligation for the 2025 Non Uniform Pension fund will be \$72,608 and the 2025 Police Pension will be \$38,069.

2025 DRAFT BUDGET

Manager Morris presented to council a draft 2025 budget for them to review.

2025 COUDERSPORT VOL. FIRE DEPT.

The 2025 fireman's contract was presented to Council for their review. The fire dept will be having their annual meeting with municipalities on October 9, 2024 at the fire hall at 6 pm.

COUNCIL COMMENTS

Councilperson Rossman asked about short term rentals and the fact that there are still no guidelines from the state. Sol. Glassmire confirmed this.

ADJOURNMENT

It was motioned by Councilman Goodenough, seconded by Councilperson Rossman to adjourn the meeting at 7:47 pm. Motion unanimously carried.

Respectfully,

Beverly Morris, Secretary