COUDERSPORT BOROUGH COUNCIL
REGULAR MONTHLY MEETING
SEPTEMBER 16, 2026
5:45 PM

The Coudersport Borough Council held its regular monthly meeting on Wednesday, September 16, 2026 at the Coudersport Borough Maintenance Facility on Damascus Street.

Council President Rossman 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 President Rossman, Council Vice President Jack Keifer, Councilman Anthony Cowburn,, Councilman Mike Spencer, Councilman John Wright, and Mayor Todd Wetzel.

Also present were Manager Todd G. Brown, Holly Hyde, Chief McClain, Todd W. Brown, and Chuck Jewell.

ADDITIONAL AGENDA ITEMS

Halloween Parade

VISITOR'S REQUESTS AND COMMENTS

Chuck Jewell mentioned that the property at 789 North Main Street did not sell during the tax sale and will be going up for the judicial sale in the spring.

APPROVAL OF MINUTES

It was motioned by Councilman Mike Spencer, seconded by Councilman Cowburn to approve the August 19, 2026 minutes as presented. All in favor, motion carried.

VOUCHER LIST

It was motioned by Councilman Keifer, seconded by Councilman Wright to approve the voucher list in the following amounts: General Fund $59,886.48, Water Operating Fund $34,417.35, Sewer Operating Fund $45,903.90,Capital Reserve Fund $1,200.00, Street Lighting Fund $296.75, Fire Protection Fund $1,443.00, Recreation Fund $27,635.18, and Library Fund $65.00, Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Spencer Yes, and Councilman Wright Yes, 5 Yes 0 No. Motion carried.

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

NEW BUSINESS

ORDINANCE 634 Noise

Changes made to the Noise Ordinance are time change from 11 pm to 10 pm, church bells and organs, emergency sirens, and special events.

It was motioned by Councilman Wright, seconded by Councilman Keifer to approve the amended Noise Ordinance 364. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Spencer Yes, and Councilman Wright Yes, 5 Yes 0 No. Motion carried.

2025 AUDIT

Manager Brown stated Calliari & Meholick Company will not be completing the 2026 Audit and have recommended Haines & Company out of Warren, PA and they will be sending a quote. They have completed Port Allegany Boroughs audit for 2025. Councilman Wright and Councilman Spencer would like the manager to check to see who other municipalities have used in the past.

It was motioned by Councilman Spencer, seconded by Councilman Wright to approve the 2025 Audit. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Spencer Yes, and Councilman Wright Yes, 5 Yes 0 No. Motion carried.

It was motioned by Councilman Spencer, seconded by Councilman Wright to advertise the 2025 audit. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Spencer Yes, and Councilman Wright Yes, 5 Yes 0 No. Motion carried.

2025 LOCAL SHARE GRANT (Locust Street Storm Water Improvement)

The Coudersport Borough has been awarded the 2025 LSA Grant in the amount of $428,000. E&M Engineering will be working with contractors on the drainage on South Main and West Locust Street.

The 2026 LSA Grant Application is due on November 30, 2026.

It was motioned by Councilman Cowburn, seconded by Councilman Spencer to approve the application for the 2026 LSA Grant. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Spencer Yes, and Councilman Wright Yes, 5 Yes 0 No. Motion carried.

McWaPEC Meeting

The September McWaPEC meeting will be held in Ridgway on September 24, 2026 at 5:30 pm. If anyone is willing to attend, we will need to RSVP by September 17, 2026. Please let Manager Brown know so he can contact them.

HALLOWEEN PARADE

Rotary has requested approval for the Halloween Parade on October 31, 2026. Starting lineup will be on Third Street at 2:15 and continue on Main Street to end at Water Street. Looking for help with traffic control.

It was motioned by Councilman Keifer, seconded by Councilman Spencer to approve the Halloween Parade on October 31, 2026 starting at Third Street and ending at Water Street. Roll call vote taken: Councilperson Rossman Yes, Councilman Keifer Yes, Councilman Cowburn Yes, Councilman Spencer Yes, and Councilman Wright Yes, 5 Yes 0 No. Motion carried.

MANAGERS REPORT

2027 BUDGET

Manager Brown is working with the departments to get everything down so the budget can be completed for approval.

MAYOR REPORT

Mayor Wentzel declared Trick or Treat on Saturday October 31, 2026 from 5 until lights out and Trunk or Treat from 4pm- 5pm at the Borough Office on 201 South West Street.

POLICE CHIEF REPORT Nothing additional

SOLICITOR REPORT

Council President Rossman spoke on behalf of Solicitor Leete with an update on the trailer. She is working on gathering some additional information.

Also Solicitor Leete has spoke with Hans Nielson the owner of the Crittenden about having an inspector verify that the building is structurally sound.

UTILITIES/STREETS/BRIDGES/TREES

Councilman Cowburn spoke about having the trees trimmed back on North West Street in the median. This will be placed into the hands of the streets committee to acquire more information about where the utility lines run on North West Street.

Councilman Keifer stated he met with John Lenox about the pricing on the Recreation signs in the parks and John stated he normally charges .99 cents per square inch but would be willing to do .93 cents per square inch for the Borough. at $160 per sign. Councilman Keifer stated there are more signs at CARP that will be needed. Mitchell Park signs seem to be in pretty good shape. The Recreation Committee will see if they have enough funds in this year's budget to get a couple completed and then move more for next year.

COUNCIL COMMETS

Councilman Spencer would like to discuss adjusting taxes and going over millage. H also said he had received good feedback regarding the American 250 Parade.

ADJOURNMENT

As there was no further business to discuss the meeting adjourned at 6:20pm.

Respectfully submitted,

Holly Hyde