

Wellsboro Borough Council Meeting Minutes

March 10, 2025

Council President Matt DeCamp called the regular meeting to order at 5:04 p.m. in the Council Meeting Room of the Borough Office at 14 Crafton Street. The pledge of allegiance was recited by all.

Attending were Councilors Matt DeCamp, Rachel Smith, Rhonda Pearson, Louis Prevost, Mike Wood and Julie Henry, Mayor F. Craig West, Chief Chad Boyce, DPW Superintendent Ray Statts, Borough Manager Louis Rachiele and Secretary/Treasurer Amy Kane Perry.

Also attending were Natalie Kennedy (Wellsboro Gazette), Mary Ann Heston, Nathan White (PALCO), Scott Naughton (PALCO), and Jennifer Dresser.

Councilor Pearson made a motion to approve the minutes of the February 10, 2025 meeting. The motion was seconded by Councilor Prevost and carried.

Public Comments on Agenda Items – none

OLD BUSINESS - none

NEW BUSINESS –

Sealed bids were open at 5:00pm March 10th, 2025 at a public meeting held at 14 Crafton Street for materials required to complete the Meade Street Dirt & Gravel project.

Councilor Henry made a motion to accept the low bid of \$69,540 from Ianson Farms LLC for 1,520 tons of DSA (supplied and applied by contractor). The motion was seconded by Councilor Smith and carried.

Councilor Prevost made a motion to accept the low bids of \$16.95/ton for Subbase No. 2A and \$13.20/ton for Crushed Shale/4- from DeCristo, Inc. The motion was seconded by Councilor Wood and carried.

HARB –

Councilor Pearson made a motion to approve C&N Bank exterior improvements at 90-92 Main Street with the understanding that all wood elements upon replacement are as close as possible to the original structures. The motion was seconded by Councilor Prevost and carried. Councilor DeCamp abstained from the vote due to a conflict of interest.

Councilor Pearson made a motion to approve Hodrick Realty signage for 98 Main Street as presented. The motion was seconded by Councilor Prevost and carried.

Committee Reports:

Wellsboro Borough Council Meeting Minutes

March 10, 2025

General Government, Administration, Buildings, Personnel

Councilor Smith made a motion to ratify and approve accounts payable for all accounts. The motion was seconded by Councilor Prevost and carried.

Councilor Smith made a motion to approve the February 2025 Treasurer Report. The motion was seconded by Councilor Pearson and carried.

HERA Registry Discussion – After discussion, it was determined that the 1993 BOCA that was adopted by Council addresses vacant properties that become blights on the community and also gives the Code Enforcement Officer the authority to write citations for violations related to blight concerns. The General Government Committee will be developing a standard operating procedure for the Code Enforcement Officer to use when determining blight and if citations will be written.

Councilor Smith made a motion to approve PALCO Federal Credit Union's commercial remodel with the addition of a drive-thru, as recommended by the Wellsboro Planning Commission. The motion was seconded by Councilor Prevost and carried.

Safety, Police, Fire, Protective Inspections, Codes, EMA

Mayor's Report

- New Police Officer sworn in on February 28th, Rebekkah DuPont.
- Mayor West has been completing online training through PSAB and will have information to share once his training is complete.

Police Report

- April 3rd there will be a human trafficking information event at the Fireman's Annex.
- April 11th there will be license plate renewal event at the Fireman's Annex for anyone who has damaged or peeling plates.
- The Police Department is working with the school district to solve congestion issues at the intersection of Queen and Nichols Street. Standing traffic creates issues during school pickup and drop off.

Public Works, Solid Waste, Highways, Parking, Water, Sewer

Parks & Recreation, Trees, Beautification, Senior Center

Councilor Smith made a motion to pass DCNR Resolution for the Wellsboro Community Pool Improvement Project resolving that Bough Manager Louis Rachiele has the authority to sign and submit grant documents on behalf of the Borough of Wellsboro. The motion was seconded by Councilor Prevost and carried.

Wellsboro Borough Council Meeting Minutes

March 10, 2025

Employee Benefits, Negotiations, Insurance, Safety, Training

Other Business

- Preexisting Short Term Rentals will be sent certified mailings with compliance information after no response was received from the standard letter mailings.
- There is no further information from PennDOT regarding the traffic study conducted at the intersection of Main and Central.
- DPW Update – The new metering pit for Charleston Township is almost complete and street sweeping started this week.

Public Comment - none

Adjourn – Councilor Wood made a motion to adjourn. The motion was seconded by Councilor Henry and carried. The meeting adjourned at 5:37pm. The Next Borough Council Meeting is April 14, 2025 at 5 PM.

Minutes respectfully submitted by


Secretary/Treasurer