

BOROUGH OF MANSFIELD

February 19, 2025

The regular meeting of the Mansfield Borough Council was held on Wednesday, February 19, 2025, in the Council Room of the Municipal Building, Mansfield, Pennsylvania with the following people present:

Robert Fitzgerald
Steven McCloskey
Kelvin Morgan
William Schlosser
Robert Strohecker
Karri Verno

Casandra Cowles, Borough Manager/Secretary-Treasurer
Kathryn Barrett, Mayor
Zach Stager, Police Chief

Absent: Adrienne McEvoy

Visitors: Cheryl Clarke, Wellsboro Gazette
Residents/Business Owners/Employees: Gary Butters, Kurtis Tice, Dan Styborski, Charlie Earle, Richard Correll, Carol Correll, Rick Correll, Melissa Sentiff
Larson Design Group: Quay Schappell, Damian Bernstein, Greg Cummings

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President Strohecker called the regular meeting of Council to order at 6:00 PM. The Pledge of Allegiance was recited.

Strohecker called for recognition of visitors:

Dan Styborski from 87 West Elmira Street addressed council with questions regarding sidewalks and curbing within the borough. He reported a malfunctioning street light and also wanted to commend the road crew on keeping the streets and sidewalks cleared.

McCloskey moved to approve the minutes of the January 15th, 2025 Council meeting. Fitzgerald seconded the motion and it was approved.

The Treasurer's report for the month of January was reviewed. Upon a motion made by Fitzgerald and seconded by McCloskey, Council approved the report.

McCloskey made the motion to approve the bills paid reports for January for the following accounts: General Fund: \$642,916.37; Sewer Fund: \$71,200.18; Liquid Fuels Fund: \$146,508.92; and Payroll Fund: \$89,017.09 and to draw vouchers for any unpaid bills. Schlosser seconded the motion, and it passed.

Mayor's Report

Mayor Barrett's report was included in the packet. Mayor Barrett updated council on the traffic light timing. She also discussed how important it would be to pull other people into a roundtable discussion for the traffic light and the streetscape projects.

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Police Report

Schlosser moved to accept the police report. Morgan seconded, and it passed.

WWTP Report

Quay Schappell stated that all documents for the change in "operator in charge" were provided to the state. He and Damian Bernstein have been in communication with Manager Cowles on a daily basis. They have been performing the samples and are working to complete the Chapter 94 report.

Deputy Codes Report

The Deputy Codes report was included in the packet.

MMA Minutes

The MMA minutes were included in the packet.

Borough Manager's Report

The written report was included in the packet.

Standing Committee Reports (from February 5th, 2025 committee meetings):

McCloskey highlighted discussions from the Finance Committee meeting; Grant writing for the traffic light, streetscape, and the trail project. He also discussed the HRI bill for work done in 2024. Strohecker highlighted discussions from the Public Works Committee meeting regarding the 2025 street projects. The projects that are being planned are as follows:

- Milling and repaving First Street, Second Street and Center Street
- Gravel, tar & chip the remainder of Townview Drive
- Drainage work between Wakefield and Prospect Street
- Alternates would be Ninth Street and Sassafras Street

Schlosser indicated there would be action items under new business from the Personnel Committee.

Old Business: There was no old business.

New Business:

- A. President Strohecker called council into executive session for contractual, legal and personnel matters at 6:27 pm. Regular session of Council reconvened at 7:49 pm.
- B. Schlosser motioned to approve the proposal with Larson Design Group for work at the Wastewater Treatment Plant. Fitzgerald seconded the motion, and it was approved.
- C. Schlosser motioned to approve promoting Kurtis Tice as the Superintendent at a wage of \$60,000 per year to take effect on Monday, February 24, 2025. Verno seconded the motion, and it was approved.
- D. Schlosser motioned to approve advertising for mowing bids for the 2025 season. Fitzgerald seconded the motion, and it was approved.
- E. Fitzgerald motioned to approve the Veolia quote for annual service. Morgan seconded the motion, and it was approved.
- F. McCloskey motioned to approve the Heart & Soul payment request in the amount of \$1,750. Morgan seconded the motion, and it was approved.
- G. Fitzgerald motioned to approve Manager Cowles and Mayor Barrett attending the PSAB Conference in June. Morgan seconded the motion, and it was approved.
- H. Schlosser motioned to approve Manager Cowles and Mayor Barrett attending the PSAB Grant Writing Workshop in May. Verno seconded the motion, and it was approved.
- I. Schlosser motioned to hire Jackie Kurzejewski as the Borough Secretary-Treasurer at a starting wage of \$19.50/hour. Verno seconded the motion, and it was approved.

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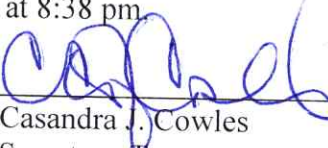
- J. Schlosser motioned to approve hiring Chrisopher Logue as a full-time police officer. Morgan seconded the motion, and it was approved.
- K. Schlosser motioned to approve applying for a grant through DCNR to fund the feasibility study for the swimming pool repairs. McCloskey seconded the motion, and it was approved.
- L. Schlosser motioned to approved adding a wage increase for Chief Stager to the agenda. McCloskey seconded the motion, and it was added to the agenda.
- M. Schlosser motioned to approve a 3% wage increase for Chief Stager retroactive to January 1st, 2025, this increase is based on a performance review. Fitzgerald seconded the motion, and it was approved.
- N. Schlosser motioned to add approval of advertising for a public works job opening to the agenda. McCloskey seconded the motion, and it was approved.
- O. Fitzgerald motioned to approve advertising for a public works position. Schlosser seconded the motion, and it was approved.

Public Comments – Richard Correll asked what the cost was for the Larson Design Contract. President Strohecker told him that it is not finalized yet, but once it is he can do a Right to Know request for it.

Correspondence: - Letter from Southern Tioga Youth Soccer.

Strohecker called council into executive session for legal matters at 8:00 pm, he asked Kurtis Tice to stay for executive. Regular session reconvened at 8:37 pm.

There being no further business, the meeting was adjourned at 8:38 pm.


Casandra J. Cowles
Secretary-Treasurer