

# BOROUGH OF MANSFIELD

April 9, 2025

The regular meeting of the Mansfield Borough Council was held on Wednesday, April 9, 2025, in the Council Room of the Municipal Building, Mansfield, Pennsylvania with the following people present:

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

Casandra Cowles, Borough Manager  
Kurtis Tice, Superintendent  
Jackie Kurzejewski, Secretary-Treasurer  
Kathryn Barrett, Mayor  
Zach Stager, Police Chief

Absent:

Visitors: Nat Kennedy, Wellsboro Gazette  
Brad Confer: Covered Wagon Tours, Wellsboro PA  
Terri Patterson: Patterson Farms Westfield PA, visit Potter-Tioga representative  
Ken Vansant; Black Forest Trading Post & Deer Park Wellsboro PA, visit Potter-Tioga Board of Directors President  
Bob Janeski; Duncan Township, Wellsboro PA  
Al Voorhees; Gillett PA  
Charlie Earle; Troy PA  
Joshua Kriner; Canyon Motel Wellsboro PA

Residents/Business Owners/Employees:

Marie Seymour, community member N. Main St.  
Irene Morgan: community member Academy St.  
Melissa Underwood; Mansfield chamber

.....  
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:

Al Vorhees; joining to see the proceedings

Ken Vansant, president of the Visit Potter-Tioga Board and owner of the Black Forest Trading Post (previously Animal Land), came to discuss the decertification. He confirmed that Potter-Tioga only runs on the 5% hotel occupancy tax, 4% going to the county treasurer and the remainder is invested in advertising to bring more tourists. Since COVID they have had people coming from other states and even countries to visit due to advertising beyond the local counties. The goal is to encourage a longer stay with the tourists.

# **BOROUGH OF MANSFIELD**

April 9, 2025

## Recognition of visitors (continued):

Terri Patterson gave insight to where the money is coming and going for the Visit Potter-Tioga program. Income is non-taxpayer money; it is from the hotel occupancy tax received when tourists visit. Eighty-five percent of the hotel tax received yearly is used for advertising and ten percent goes towards funding for grants for local events. The remaining percentage is invested to be used where needed. There has been conflict that the board meetings are closed to the public, but it is strictly for grant discussions like an executive session. They try to diversify the board members by bringing in various business owners/industries. A major concern they have is equal representation for both counties, currently roughly two-thirds Tioga to one-third Potter. They offer 1-year free membership to new business owners to experience what Visit Potter-Tioga can offer.

Brad Confer shared his experience as the owner of the Ole Covered Wagon tours with Visit Potter-Tioga.

Charlie Earle wanted to commend the council for their outstanding work with the community. He appreciates the engagement and involvement with all members and the borough. He has been visiting other boroughs to get an idea of what the meetings are about and local concerns.

Fitzgerald moved to approve the minutes of the March 12th, 2025 Council meeting. Morgan seconded the motion and it was approved.

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

McEvoy made the motion to approve the bills paid reports for March for the following accounts: General Fund: \$193,413.08; Sewer Fund: \$172,052.58; Liquid Fuels Fund: \$9,685.41; and Payroll Fund: \$64,500.77 and to draw vouchers for unpaid bills. Verno seconded the motion, and it passed.

## Mayor's Report

Mayor Barrett's report was included in the packet.

Mayor Barrett mentioned of how well the Police presence at the schools has been received. The children love seeing them and greet the officers with high fives. Schlosser mentioned looking into educating students on how to dial 911 now that land lines are less prominent. A suggestion to have a session about how to make an emergency call from a locked cell phone was made.

## Police Report

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

## WWTP Report

Fitzgerald moved to accept the WWTP report. Schlosser seconded, and it passed.

## 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 has been included in the packet.

## Standing Committee Reports (from April 2nd, 2025, committee meetings):

A. Finance Committee: McCloskey gave an update on Q1 of 2024 and 2025, the early real estate check this year messed up the projected numbers, but it is okay for now.

## BOROUGH OF MANSFIELD

April 9, 2025

Fitzgerald gave an update on the repairs needed at the WWTP by looking at a 10-year plan with an estimated worst case scenario amount of \$2.1 million. Larson Design Group is working with us on a new IMA to get the right number for a rate increase to support usage. They are also actively pursuing grants for a UV treatment system at the water plant.

- B. Public Works Committee: The Streets Projects are out to bid; Jimmie Joe is working on the bid drafts for advertising. A schedule was given from PennDot for the Paving Project. The chemical removal is in place to happen soon. A pool opening date is set for June 7<sup>th</sup>. the major valve is to be taken apart and repaired first. Quotes have been provided for the caulk line and the mushroom in the pool is set to be repaired and repainted starting the week of April 14<sup>th</sup>, 2025.
- C. Personnel Committee: New hire discussed in new business.

Old Business: PennDot Mansfield Paving Project (update)

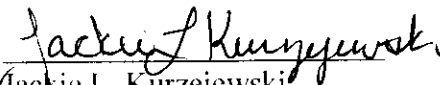
New Business:

- A. Fitzgerald motioned to table Resolution 2025-4 Decertify Visit Potter-Tioga until more information can be provided. Schlosser seconded the motion and it was approved.
- B. Schlosser motioned to approve hiring Wastewater Treatment Plant employee Julie Thorpe. McEvoy seconded the motion and it was approved.
- C. Fitzgerald motioned to approve Advertising and Hiring Lifeguards. Morgan seconded the motion and it was approved.  
Cassie stated an ideal hire number be at least fifteen lifeguards due to expected higher traffic with Wellsboro pool being closed. It was suggested to reach out to Wellsboro and ask if there are previous lifeguards that would be interested in working here.
- D. Schlosser motioned to approve Swimming Pool Rates. McEvoy seconded the motion and it was approved.
- E. Schlosser motioned to approve Thrive Heart & Soul payment request. Morgan seconded the motion and it was approved.
- F. McEvoy motioned to approve Ratify Resolution 2025-3. Mansfield Pool Feasibility Study. Schlosser seconded the motion and it was approved.
- G. President Strohecker called council into executive session for legal and personnel matters at 7:14pm. Regular session of Council reconvened at 7:50pm.

Public Comments –

Correspondence-

There being no further business, the meeting was adjourned at 7:51 pm.

  
Jackie L. Kurzejewski  
Secretary-Treasurer