

BOROUGH OF MANSFIELD

May 14, 2025

The regular meeting of the Mansfield Borough Council was held on Wednesday, May 14, 2025, in the Council Room of the Municipal Building, Mansfield, Pennsylvania with the following people present:

Robert Fitzgerald
Kelvin Morgan
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: William Schlosser

Visitors: Cheryl Clarke; Wellsboro Gazette
Irene Morgan & Debra Colegrove; Lions club Mansfield, PA
Ken Vansant; Wellsboro, PA, visit Potter-Tioga Board of Directors President

Residents/Business Owners/Employees:

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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: The Lions club presented a check for the pool fundraiser, received by Mayor Barret and Steven McCloskey.

McCloskey moved to approve the minutes of the April 9th, 2025 Council meeting & May 5th, 2025 Special Meeting Minutes. Fitzgerald seconded the motion and it was approved.

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

Fitzgerald made the motion to approve the bills paid reports for April for the following accounts: General Fund: \$141,377.49; Sewer Fund: \$143,305.15; Liquid Fuels Fund: \$7,299.35 and Payroll Fund: \$80,413.51 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 Barret mentioned the idea of "cookies with a cop" to prevent the ice cream melting as seen previously. Adrienne mentioned that students greatly appreciated the presence of the police officers and mayor. They really enjoy the interaction they experience.

Police Report

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

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WWTP Report: no report

MMA Minutes

The MMA minutes were included in the packet.

Deputy Codes Report

The Deputy Codes report was included in the packet.

Borough Manager's Report

The written report has been included in the packet. McEvoy moved to accept the manager's report. Verno seconded, and it passed.

Standing Committee Reports (from May 7th, 2025, committee meetings):

- A. Finance Committee: McCloskey discussed the situation of immediate corrective action recommended to loan \$53,500 to the sewer fund from the Act 13 account to help get sewer in a sustainable position. This was an emergency situation that will allow for a more manageable loan. Different scenarios were discussed for sustainability including confining the savings and maintaining the reserves from the past 8 years to make sure to stay on budget. They do not plan to be balanced for the year, knowing the reasoning for it. It was also discussed that the Wellsboro Swim Club has agreed to pay \$25 per hour to practice at the pool four hours a day, four days a week for six weeks. They will practice two hours before opening and two hours after closing of the normal pool hours. This will be at no cost to the Borough. Fitzgerald explained his search for any funding or grants locally to help with the WWTP and the excessive call outs recently happening. Himself, Cassie, and Kurtis attended the commissioners meeting where Rob presented the need for \$42,500 to help with these specific emergency parts needed for overheating issues that have been happening. The commissioners said they would be happy to help provide funding. Any extra needs for sewer will be using the Act 13 loan.
- Rob also discussed the MMA operating line of credit with a revolving balance to help get caught up on repairs until revenues can stabilize with the needs of the sewer plant. The new IMA is also in the process of creating a new revenue formula for revenue pricing estimated to be updated for January 2026. Larson Design Group is also working on the estimated lifetime of equipment to add to the IMA. Kurtis discussed a possible announcement to the community about reoccurring problems that keep causing breakdowns. He also mentioned looking into running a "smoking" test to determine where leaks are present as well as rainwater being sent to the plant that is no benefit to the Borough.
- B. Public Works Committee: The Arch pipe clean up from Saint James to South Academy was able to improve the most impeded area and remove large boulders causing a majority of the issues.
- C. Personnel Committee: Adrienne made a recommendation to make Claire Wheeler Head Lifeguard in New Business. Other items will be discussed in the executive session.

Old Business: no Old Business

New Business:

- A. McEvoy motioned to approve Resolution 2025-5. WWTP Consent payment. Fitzgerald seconded the motion and it was approved.
- B. McEvoy motioned to approve Hiring of Lifeguards with Claire Wheeler as Head Lifeguard. Verno seconded the motion and it was approved.
- C. McEvoy motioned to approve the Vacation Time Carry Over Request of 358.72 hours for Richard Correll. Morgan seconded the motion and it was approved.

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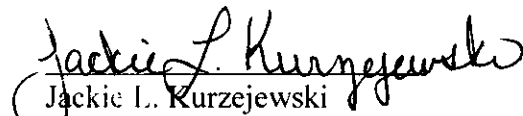
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- D. McEvoy motioned to approve Transferring \$53,500 from Act 13. Fitzgerald seconded the motion and it was approved.
- E. Fitzgerald motioned to approve the 4th of July Parade permit. Morgan seconded the motion and it was approved.
- F. Fitzgerald motioned to add Wellsboro Swim Team Pool usage to New Business. Morgan seconded the motion and it was approved.
- G. Fitzgerald motioned to approve the Wellsboro Swim Team Pool usage at \$25 per hour. Verno seconded the motion and it was approved.
- H. President Strohecker called council into executive session for legal and personnel matters at 6:40 pm. Regular session of Council reconvened at 7:31 pm.

Public Comments –

Correspondence- An invitation to the Friendship Lodge #247 175th Anniversary Celebration

There being no further business, the meeting was adjourned at 7:31 pm.


Jackie L. Kurzejewski
Secretary-Treasurer