

BOROUGH OF MANSFIELD

June 11, 2025

The regular meeting of the Mansfield Borough Council was held on Wednesday, June 11, 2025, in the Council Room of the Municipal Building, Mansfield, Pennsylvania with the following people present:

Robert Fitzgerald
Kelvin Morgan
Robert Strohecker
William Schlosser
Steven McCloskey

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

Absent: Karri Verno & Adrienne McEvoy

Visitors: Cheryl Clarke; Wellsboro Gazette

Residents/Business Owners/Employees:

Jim & Lucia Hall: 214 Clinton St., Mansfield, PA

Eric Levanowitz: 465 N. Main St. Mansfield, PA

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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: Jim and Lucia Hall joined to discuss their concern with the pothole patching that had not been completed on Clinton Street. When the worker returned, they knocked down a street sign and drove through the ditch leaving tire tracks and covering the stone with mud. This is making it difficult to mow on that side. They are worried that this will cause mud from the recent rains to block the drain. Kurtis plans to immediately address the problem.

Eric Levanowitz mentioned his concern with the drainage on North Main Street. The perimeter drain across the street with the 3-inch PVC pipe does not drain water into the ditch, but instead it runs across the road to the other side. The concern is the new road will start to wear away and crack. The ditch needs cleaning or made past the PVC pipe for it to catch the rainwater. Kurtis was already aware of the problem and was looking at various solutions.

Fitzgerald moved to approve the May 14th, 2025, Council meeting minutes & May 28th, 2025, Administrative Meeting Minutes, Schlosser seconded the motion and it was approved.

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

McCloskey made the motion to approve the bills paid reports for May for the following accounts: General Fund: \$188,150.07; Sewer Fund: \$127,932.94; Liquid Fuels Fund: \$8994.34 and Payroll Fund: \$92,185.42 and to draw vouchers for unpaid bills. Schlosser seconded the motion, and it

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passed. He added that looking at the gas tax there should be funding for the road work and upcoming bids discussed in New Business.

Mayor's Report

Mayor Barrett's report was included in the packet. Mayor Barrett wanted to thank the council for giving her the opportunity to attend the grant writing workshop and the PSAB conference. She was excited to learn all that she did and looks forward to utilizing those skills. She also stated how proud she was to be a part of our working council after being at these meetings and seeing how well our group works.

Police Report

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

WWTP Report: Fitzgerald met with Ruper and Carleton of the Municipal Authority to talk with Terra Koernig about the line of credit. He provided a list of items that would be needed within the next year totaling about \$446,000 to maintain the sewer plant. It was suggested that all those who would be indebted within the Municipal Authority meet on Wednesday June 18th, 2025, to discuss the feasibility of obtaining this level of debt. Fitzgerald ended with preferring the line of credit over a loan because of the spending flexibility it would provide, there would only be interest to pay, and the long term 3-5-year debt would be more favorable with Pennvest. He also plans to look at more grant opportunities to help alongside the LOC.

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.

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

- A. Finance Committee: McCloskey discussed that the majority of the meeting was about concern with the sewer plant and the need for a conclusion on how to pay back the General Fund. The real-estate taxes have shown an increase of about \$70,000 compared to last year, making an 83-87% increase from the previous year. McCloskey plans to clarify a few year-to-date numbers with Cassie but overall is pleased with the movement he is seeing.
- B. Public Works Committee: Tice gave an overview of the pool updates. He confirmed that the hole has been plugged and there is no leaking. It has gone from needing about 10,000 daily to 4,000 every two days in re-filling, mostly due to normal circumstances like splashing, wind, etc. The mushroom was painted and the pump is not locked up, the slide is working, and the new CO2 system using three tanks is saving money on chemicals to control the pH levels. At the end of the season, they plan to drain the pool, prep the surface, cover it and paint it for next year. Strohecker discussed the poor drainage on Saint James Street which is actively being worked on. Temporary painted lines have been started with the permanent ones coming. The parking spaces have also been started on the Main Street. McCloskey brought up the community meeting and the amazing turnout they had with people interested and willing to start being involved in the community. Melissa Chamber and DCED spoke as community stakeholders with an interest in what Mansfield is and can become. There was a discussion to start a steering committee to start identifying what the community thinks is needed in the Mansfield area. The Save the Gatehouse Committee meeting was excellent and the project is almost completed. They discussed what could be used for displays and what funding or donors there are for the cost for the actual gates. Strohecker and Barrett mentioned a funding source called "Neighborhood" where state tax liability can be used toward the

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community of choice as a 95% write off. Rob Carleton was also commended at the community meeting for his amazing and dedicated work to keeping the community beautiful and it was said he is making a big impact.

Old Business:

- A. Fitzgerald motioned to approve the Cell Phone Use Policy for Borough issued cell phones. Schlosser seconded the motion and it was approved.

New Business:

- A. Fitzgerald motioned to approve the Hiring of an Addition Lifeguard, Julliette, to make a total of seventeen lifeguards. Morgan seconded the motion and it was approved.
- B. The Thrive Update was tabled as the representative could not attend.
- C. Fitzgerald motioned to approve the MOU for Bike Rack Maintenance. It is part of the PA Route 6 Alliance providing eight grated bike racks and two service stations. We will install and maintain them and have already confirmed the insurance coverage is good. Route 6 racks will have Route 6 signage and Route 15 will have Night Football. Schlosser seconded the motion and it was approved.
- D. Open Street Bids: The companies provided two separate bids totals for the two priority projects at Center and Second then a total price to the alternate add-on projects of Townview and Brooks Lane, funding permitting.
- HRI: \$146,012 priority, \$230,699 total
 - Stuart Lisowski: \$163,953 priority, \$236,498 total
 - Hawbaker Inc.: \$173,075 priority, \$265,450 total
 - Big Rock Paving: \$124,561 priority, \$206,80 total
- Schlosser made a motion to approve the first two phases at Center and Second then look at the Liquid Fuels finances before approving Townview and Brooks Lane. This will all be contingent on Jimmie Joe's confirmation of the calculated bids and references of the companies. Fitzgerald seconded the motion and it was approved.

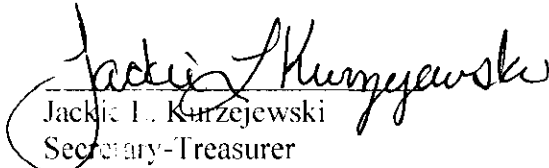
Public Comments –

Correspondence-

Teamsters request for action on Pension Service Credit Provision Act No. 29 of 2024, Municipal Police Pension Buyback. Kathy Barrett explained that this allows the ability to buy back hours. It was questioned if this is a burden on taxpayers, but it would not be of concern until retirement time. It was suggested to refer any further questions to safety.

The Mansfield Free Public Library sent a thank you for the donation made to their annual basket raffle.

There being no further business, the meeting was adjourned at 7:08 pm.


Jackie L. Kurzejewski
Secretary-Treasurer