

MANSFIELD BOROUGH COUNCIL
May 13, 2026
MEETING AGENDA

REGULAR MEETING:

1. Call to Order
2. Pledge of Allegiance
3. Recognition of Visitors
 - A. Sherri Turner-Shults, Court Appointed Special Advocates (CASA) Presentation
4. Approval of April 8, 2026, Minutes
5. Treasurer's Report for April
6. Review and Approval of Bills – April
7. Mayor's Report
8. Police Report
9. Deputy Codes Officer Report
10. WWTP Report
11. MMA Minutes
12. Borough Manager's Report
13. Standing Committee Reports:
 - A. Finance Committee
 - B. Public Works Committee
 - C. Personnel Committee
 - D. Safety Committee
14. Old Business:
 - A. Open/Award Aggregate Bids
 - B. Approve Appointing Karen Farrer to the Authority Board
15. New Business
 - A. CCA Street Dedication
 - B. Approve Fourth of July Parade
 - C. Approve Homecoming Parade
 - D. Approve Hiring Lifeguards/Pool Manager
 - E. Set Pool Rates
 - F. Real Disposal Temporary Fuel Surcharge of \$.10/per Sticker
 - G. Christ Church Zoning Amendment
 - H. Approve Truck Purchase
18. Correspondences
19. Adjournment

BOROUGH OF MANSFIELD

April 8, 2026

The regular meeting of the Mansfield Borough Council was held on Wednesday, April 8, 2026, in the Council Room of the Municipal Building, Mansfield, Pennsylvania with the following people present:

Robert Strohecker
Robert Fitzgerald
Adrienne McEvoy
Nichole Book
Karri Verno

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

Absent: William Schlosser & Kelvin Morgan

Visitors: Cheryl Clarke; Wellsboro Gazette

Residents/Business Owners/Employees: Kristina Bogaczyk; Mansfield, PA, James Bogaczyk; Mansfield, PA

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: Kristina Bogaczyk just wanted to let council know that the mattress on her street had been removed.

Fitzgerald moved to approve the March 11, 2026, Council meeting minutes. Book seconded the motion and it was approved.

The Treasurer's report for the month of March has been reviewed. Upon a motion made by Fitzgerald and seconded by Verno, the Council approved the report.

Fitzgerald made the motion to approve the bills paid reports for March for the following accounts: General Fund: \$153,736.93; Sewer Fund: \$94,738.42; Liquid Fuels Fund: \$1,967.25 and Payroll Fund: \$93,142.08 and to draw vouchers for unpaid bills. McEvoy seconded the motion, and it passed.

Mayor's Report

Mayor Barrett added that on May 2, 2026, the Mansfield Free Library will be hosting a chicken BBQ in conjunction with the Borough wide yard sales.

Police Report

Chief Stager updated the council on the new vehicle purchased from the Elkland Police Department. He stated they received a quote of about \$2,000.00 for exterior "Borough Police" decals and it was suggested they put new tires on the vehicle because it sat un-used for an extended period of time. He said that it is registered and inspected and has been in

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April 8, 2026

use a few times already. McEvoy made a motion to approve the Police Report. Book seconded the motion and it was approved.

Deputy Codes Report

Codes Officer James Bogaczyk had a discussion at the Finance Committee about charging residents for certified letters for code violations. The committee agreed as long as the process of verbal warning first, followed by a door knocker, is followed. Currently the charge for certified letters, paid by the Borough, is \$10.50 per letter. A suggestion of \$25.00 per certified letter be charged to the resident until the violation is cleared. Strohecker and Cowles agreed to check the ordinance to add to the fee schedule.

WWTP Report:

Kurtis informed council that the Sheetz pump station was painted. He also stated that last year's mulch is currently available at the Sewer plant and fresh mulch will start to be processed next week. It was advertised on the Borough Facebook page that customer pick up is available in addition to having the Borough workers deliver mulch to customers with a delivery fee. McEvoy made a motion to approve the WWTP Report. Fitzgerald seconded the motion and it was approved.

MMA Minutes

The MMA Minutes were included in the packet.

Borough Manager's Report

The Manager's Report was included in the packet.

Standing Committee Reports:

- A. Finance Committee: Strohecker reiterated that the committee is compiling depreciation data for the WWTP.
- B. Public Works Committee: A majority of the discussion was about the streets that need to be repaired. A major concern Strohecker mentioned was the entrance to Ore Bed Street leading to the Mansfield Village. It continues to deteriorate when rain storms occur as it all flows to the bottom of that hill. Both sides of Extension Street, Townview, Fourth Street, and Eighth Street are all scheduled for reclamation as an initial layer and later tarred and chipped. Kurtis stated that the pool is scheduled to be drained as soon as we are clear of major water events at the WWTP to avoid overloading the system. They plan to finish one more recovery clean at the plant before starting this process.
- C. Personnel Committee: no updates
- D. Safety Committee: did not meet.

Old Business: there was no old business.

New Business:

- A. Police K-9 Discussion: Officer Logue attended the meeting to discuss the potential for a K-9 unit within the police department. This would be a single handler K-9. Officer Logue being the handler and lead trainer. He has previous experience with K-9 units being in the military. Logue has acquired several quotes including one from Shallow Creek Kennels in Sharpsville, PA, with an initial estimated cost being about \$18,600.00. The price includes the dog (born overseas and brought here), training and supplies provided by Shallow Creek. They have a large list of customers with credentials as well as offers from other departments through their program that will work with the K-9 and officers. He also has a recommendation of two retired State Police officers that are willing to help with the process of internal training and introduction within the department. Dutch Rinker was another suggestion from Officer Logue who is a master trainer, but to utilize his services

BOROUGH OF MANSFIELD

April 8, 2026

we would need to setup the use of the K-9 unit with other police departments in Tioga County. The main purpose for the K-9 would be narcotic work and tracking. Some statistics Logue provided showed that there is an 87% success rate for finding narcotics, 25% decrease in crimes with the knowledge that a dog is in service, and only a 4% death rate from K-9 incidents making the liability much lower than the use of a taser. McEvoy asked what the estimated annual cost and maintenance would be after the initial starting purchase price. Officer Logue said the average work life of a K-9 is about 8 years with an average annual cost of \$3,000-\$5,000 depending on need for veterinary costs, training, and normal costs of living. There is a required 16-hour per month training maintenance that is at no cost, it is handler-based training on their own time. Officer Logue suggested they begin fundraisers with the upcoming Summer/Fall season where events will be happening more often. This will also help get the word out to the community that we are looking to acquire a K-9 unit. McEvoy and Book suggested also contact Mansfield University as their Sororities and Fraternities require community service hours and are always looking for fundraisers, especially those that help the community. McEvoy made a motion to approve beginning fundraising for the K-9 unit. Verno seconded the motion and it was approved.

- B. Board and Commission Appointment Approval: It was requested that Jennifer Pellet be approved to take Kevin Green's role on the Municipal Authority Board. McEvoy made a motion to approve Jennifer Pellet's appointment. Book seconded the motion and it was approved.
- C. Fitzgerald made a motion to approve payment of the final invoices in the amount of \$44,691.84 to be paid form Liquid Fuels for the PennDOT Mansfield Paving Project. Book seconded the motion and it was approved.
- D. McEvoy made a motion to combine the mowing bids of Dane's Lawncare and Landscaping with Pioneer Landscaping. Verno seconded the motion and it was approved. The mowing bids were put to vote with the council members to oppose the bids and keep the mowing and landscaping in-house. In a vote of five opposed and zero in favor, the mowing bids were declined.
- E. McEvoy made a motion to advertise for Aggregate Bids. Book seconded the motion and it was approved.
- F. McEvoy made a motion to advertise for lifeguards for the upcoming pool season. Book seconded the motion and it was approved.
- G. Fitzgerald made a motion to add approval for the purchase of a mower for in-house mowing to the agenda. McEvoy seconded the motion and it was approved. Kurtis let the council know that he has looked into the pricing of, preferably, mowers with a mulcher attachment to collect the clippings. AJ's Outdoor Power Equipment has one for \$13,365 and he received a quote from Wellsboro Equipment. Kurtis plans to attend a class for certification for weed spraying as well to keep that in-house. Fitzgerald made a motion to approve the purchase of a mower/mulcher. McEvoy seconded the motion and it was approved.

BOROUGH OF MANSFIELD

April 8, 2026

Correspondences: There was no correspondence.

There being no further business, McEvoy made a motion to adjourn the meeting at 6:36pm.

Jackie L. Kurzejewski
Secretary-Treasurer

**Mansfield Borough General Fund
COUNCIL - BILLS PAID
APRIL 2026**

Date	Num	Name	Memo	Amount
100.000 · General Fund Checking Account				
04/02/2026	13825	WILMINGTON TRUST	MUNICIPAL BLDG INTEREST	-45,843.75
04/06/2026	13826	MARCO	COPIER MONTHLY AGREEMENT	-47.60
04/07/2026	13827	PAYROLL	PAYROLL 03/21-04/03 PD 04/10/26	-23,205.62
04/10/2026	13828	SUSAN COOLE	THRIVE REIMB - EXPENSES	-2,999.10
04/10/2026	13829	JACKIE KURZEJEWSKI	COPAY/PRESCRIPTION REIMB	-173.83
04/10/2026	13830	ABMA MECHANICAL, LLC	YMCA BOILER LEAK & GREENHECK FRES...	-911.69
04/10/2026	13831	A J'S OUTDOOR POWER EQUIP...	KUBOTA KEYS & SAFETY GLASSES	-109.99
04/10/2026	13832	PENTELEDATA	MAR MODEM RENTAL	-66.92
04/10/2026	13833	VERIZON WIRELESS	POLICE CELL PHONES	-225.01
04/10/2026	13834	D3UC, LLC	TELEPHONE	-328.15
04/10/2026	13835	COMPU-GEN TECHNOLOGIES	COMPUTER SUPPORT	-1,288.71
04/10/2026	13836	MITCHELLS AUTO	SUPPLIES/TOOLS/REPAIRS	-60.15
04/10/2026	13837	WILLIAM WALLS	DEMO/ZONING REIMB	-75.00
04/15/2026	13838	Scott Faust	MARCH 11, 2026 FIRE DAMAGE	-24,000.00
04/15/2026	HRA041...	HIGHMARK SPENDING ACCOUNT	HRA REIMBURSEMENT	-228.90
04/15/2026	HRA41526	HIGHMARK SPENDING ACCOUNT	HRA REIMBURSEMENT	-601.61
04/16/2026	13839	THORPE, JULIE	CLOTHING ALLOWANCE	-162.11
04/16/2026	13840	JACKIE KURZEJEWSKI	COPAY/PRESCRIPTION REIMB	-20.00
04/16/2026	13841	HIGHMARK BLUE SHIELD	MAY 26 HEALTH INSURANCE	-21,849.82
04/16/2026	13842	COMMONWEALTH OF PA	PESTICIDE RENEWAL	-10.00
04/16/2026	13843	COUNTY TAX COLLECTOR	R E TAXES	-892.84
04/16/2026	13844	NUESYNERGY, INC.	HRA MAR 2026 ADMIN FEES	-45.00
04/16/2026	13845	AMTRUST NORTH AMERICA.	WORKERS COMP	-4,176.48
04/16/2026	13846	PENELEC	ELECTRIC	-998.43
04/16/2026	13847	MTECH	STREET SWEEPER REPAIR PARTS	-129.33
04/16/2026	13848	AT&T MOBILITY	FIRST NET SERVICE	-360.80
04/16/2026	13849	REAL DISPOSAL	300 GARBAGE STICKERS	-940.50
04/16/2026	13850	ABMA MECHANICAL, LLC	YMCA MINI SPLIT-DAYCARE	-6,487.50
04/16/2026	13851	BUTTERS CARWASH	MAR CARWASH	-181.75
04/16/2026	13852	TIOGA PUBLISHING	MOWING BIDS AD, ACCT#00000885	-280.52
04/16/2026	13853	J H WILLIAMS	2025 AUDIT	-8,460.00
04/16/2026	13854	BLAISE ALEXANDER	POLICE TAHOE CUST#39312	-296.98
04/16/2026	13855	SUNOCO - WEX	MAR FUEL	-2,111.05
04/16/2026	13856	CARDMEMBER SERVICES	SUPPLIES, TOOLS, REPAIRS	-5,372.09
04/21/2026	13857	PAYROLL	PAYROLL 04/05-04/17 PD 04/24/26	-25,752.76
04/22/2026	HRA042...	HIGHMARK SPENDING ACCOUNT	HRA REIMBURSEMENT	-596.16
04/23/2026	13858	COMPU-GEN TECHNOLOGIES	MAY COMPUTER SUPPORT	-260.15
04/23/2026	13859	MARCO	COPIER MONTHLY AGREEMENT	-47.60
04/23/2026	13860	UGI	GAS	-687.43
04/23/2026	13861	BV NATIONAL ELEVATOR INSP S...	2 QTR INSPECTION INSP#1007493	-95.00
04/23/2026	13862	PARTNERS IN PROGRESS	MAR 2026 JANITORIAL SVC	-607.50
04/23/2026	13863	SPAY NEUTER SAVE NETWORK	9/28/2025 TNR	-1,170.00
04/23/2026	13864	MTECH	STREET SWEEPER REPAIR	-2,255.77
04/23/2026	13865	ZACH STAGER	PRESCRIPTION REIMB	-35.38
04/23/2026	13866	THORPE, JULIE	MEDICAL REIMB/CLOTHING ALLOWANCE	-500.00
04/27/2026	0427202...	MEIT	POLICE LIFE INSURANCE MAY 2026	-138.00
Total 100.000 · General Fund Checking Account				-185,086.98
101.00 · CHECKING - NW				
Total 101.00 · CHECKING - NW				
TOTAL				-185,086.98

Mansfield Borough Sewer Fund
COUNCIL- BILLS PAID
APRIL 2026

Date	Num	Name	Memo	Amount
100.00 · Sewer Fund Checking Account				
04/06/2026	9788	PA ONE CALL	MONTHLY ACTIVITY FEE MFD	-4.26
04/06/2026	9789	REAL DISPOSAL, LLC	SLUDGE REMOVAL ACCT801504	-3,167.68
04/06/2026	9790	SUBURBAN TESTING LABS	MONTHLY LAB FEES	-941.00
04/06/2026	9791	CHEMSTREAM, INC.	CHEMICALS	-7,760.30
04/06/2026	9792	STEPHENSON EQUIPMENT I...	OSHA INSPECTION	-746.50
04/06/2026	9793	GRAINGER	WWTP SUPPLIES/EQUIP	-755.19
04/07/2026	9794	PAYROLL	PAYROLL 03/21-04/03 PD 04/10/26	-9,060.41
04/09/2026	9795	REAL DISPOSAL, LLC	SLUDGE REMOVAL ACCT801504	-1,136.11
04/09/2026	9796	TYLER WOOD	MEDICAL REIMB/CLOTHING ALLOWA...	-20.96
04/09/2026	9797	CINTAS	FIRST AID SUPPLIES	-21.92
04/09/2026	9798	D3UC, LLC	TELEPHONE INV#5771	-32.82
04/09/2026	9799	GLOBAL-PAK	VOID: DUMPSTER LINER	0.00
04/09/2026	9800	SUBURBAN TESTING LABS	MONTHLY LAB FEES	-523.00
04/16/2026	9801	SUBURBAN TESTING LABS	MONTHLY LAB FEES	-538.00
04/16/2026	9802	PENELEC	SEWER DEPT. ELECTRIC	-10,672.81
04/16/2026	9803	REAL DISPOSAL, LLC	SLUDGE REMOVAL ACCT801504	-1,149.58
04/16/2026	9804	HUBER TECHNOLOGY	RUBBER SEALS/DEWATERING	-1,794.53
04/16/2026	9805	HAMEL POWERFLOW LLC	STEEL MIXER/SEAL/O-RING	-14,072.44
04/16/2026	9806	NUESYNERGY, INC	HRA ADMIN FEES MAR 2026	-13.50
04/16/2026	9807	AMERIHEALTH CASUALTY S...	Workers Comp	-751.75
04/16/2026	9808	AT&T MOBILITY	CELL PHONE	-194.89
04/16/2026	9809	J H WILLIAMS	2025 AUDIT	-3,960.00
04/16/2026	9810	CARD MEMBER SVC	SUPPLIES/TOOLS/REPAIRS	-292.21
04/16/2026	9811	USA BLUE BOOK	pH ELECT SOLN/PRINTER TAPE/STA...	-375.38
04/21/2026	9812	PAYROLL	PAYROLL 04/05-04/17 PD 04/24/26	-10,058.18
04/22/2026	9813	TYLER WOOD	MEDICAL REIMB/CLOTHING ALLOWA...	-50.88
04/22/2026	9814	PENN WORKS PUBLIC	MAY PENNWORKS PMT	-8,388.08
04/22/2026	9815	KEYSTONE WELDING	PLATE AND ANGLE	-200.96
04/22/2026	9816	COMPU-GEN TECHNOLOGIES	WWTP MAY COMPUTER SUPPORT	-128.96
04/22/2026	9817	GLOBAL-PAK	DUMPSTER LINER	-2,817.93
Total 100.00 · Sewer Fund Checking Account				-79,630.23
101.00 · SF CHECKING - NW				
Total 101.00 · SF CHECKING - NW				
TOTAL				-79,630.23

Mansfield Borough Liquid Fuels Fund
COUNCIL - BILLS PAID
APRIL 2026

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
100.000 · LIQUID FUELS FUND CHECKING ACCT				
04/06/2026	787	PENELEC	ELECTRIC	-4,183.75
04/14/2026	788	PENNSYLVANIA DEPT OF TRANSP...	PENNDOT COST SHARING	-44,691.84
04/16/2026	789	PENELEC	ELECTRIC	-292.06
Total 100.000 · LIQUID FUELS FUND CHECKING ACCT				-49,167.65
101.00 · L F CHECKING - NW				
Total 101.00 · L F CHECKING - NW				
TOTAL				-49,167.65

Mayors Report

4-6-26 3:00 P.M. America250PA meeting

4-8-26 6:00 P.M. Council

4-9-26 5:00-7:00 P.M. Chamber Mixer

4-15-26 4:00 P.M. Zoom meeting with America250PA

4-16-26 12:30 P.M. meeting with Chief

4-21-26 1:30 P.M. meeting with Officer Louge and Chief

4-23-26 10:00 A.M. meeting with Mansfield Foundation and Borough Manager

4-24-26 10-00 A.M. -noon sold raffle tickets for 4th of July

4-26-26 7:30-10:00 A.M. Firemen's Breakfast

5-1-26 7:30 A.M. Legislative Breakfast

5-2-26 8:15 -10:00 A.M. Open House at MU

5-5-26 1:30-7:00 P.M. America250PA mobile unit at Smythe Park

5-6-26 4:00 P.M. Safety meeting

5-7-26 9:00 A.M. Smythe Park meeting

Mansfield Police Department
 Monthly Council Report Addendum

Date: April 2026

	Monthly	Total
Miles Patrolled -----→	4,126	19,514
Vehicle Mileage Car 620-----→	3,299	64,592
Car 621-----→	602	89,402
Car 622-----→	225	63,050
Fuel-----→	462	1,882
Felony Arrest-----→	15	18
Misdemeanor Arrest-----→	11	69

ORI:
Population:

Monthly Statistics From: 4/1/2026 To: 4/30/2026

Total Part I Crimes:

Murder:	0
Rapes:	0
Robbery:	0
Assault:	0
Burglary:	0
Larceny:	0
Motor Vehicle Theft:	0
Arson:	0

Total Part II Crimes:

	13
Forgery:	0
Fraud:	1
Embezzlement:	0
Stolen Property:	0
Vandalism:	0
Weapons:	0
Prostitution:	0
Sex Offenses:	0
Drugs:	8
Gambling:	0
Family Offenses:	0
DUI:	3
Liquor:	0
Drunkenness:	0
Disorderly:	1
Vagrancy:	0
All Other:	0

Total Calls for Service: 197

Total Cases: 6

Total Arrestees: 7

Total Suspects: 0

Total Victims: 6

DUI Arrests: 1

Traffic Citations: 88

Non Traffic Citations: 0

Total Warnings: 0

This report summarizes all crime in the period selected and should not be mistaken for a UCR submission

ORI:
Population:

Monthly Statistics From: 1/1/2026 To: 4/30/2026

Total Part I Crimes:	5
Murder:	0
Rapes:	0
Robbery:	0
Assault:	2
Burglary:	0
Larceny:	3
Motor Vehicle Theft:	0
Arson:	0

Total Part II Crimes:	53
Forgery:	1
Fraud:	2
Embezzlement:	0
Stolen Property:	3
Vandalism:	0
Weapons:	0
Prostitution:	0
Sex Offenses:	0
Drugs:	21
Gambling:	0
Family Offenses:	1
DUI:	9
Liquor:	1
Drunkenness:	1
Disorderly:	7
Vagrancy:	0
All Other:	7

Total Calls for Service:	863
Total Cases:	28
Total Arrestees:	30
Total Suspects:	0
Total Victims:	29
DUI Arrests:	4
Traffic Citations:	354
Non Traffic Citations:	3
Total Warnings:	0

This report summarizes all crime in the period selected and should not be mistaken for a UCR submission

ORI:
Population:

Monthly Statistics From: 4/1/2025 To: 4/30/2026

Total Part I Crimes:	10
Murder:	0
Rapes:	0
Robbery:	0
Assault:	6
Burglary:	0
Larceny:	4
Motor Vehicle Theft:	0
Arson:	0

Total Part II Crimes:	194
Forgery:	1
Fraud:	4
Embezzlement:	1
Stolen Property:	3
Vandalism:	5
Weapons:	0
Prostitution:	0
Sex Offenses:	3
Drugs:	47
Gambling:	0
Family Offenses:	1
DUI:	29
Liquor:	2
Drunkenness:	8
Disorderly:	60
Vagrancy:	0
All Other:	30

Total Calls for Service:	2555
Total Cases:	90
Total Arrestees:	99
Total Suspects:	3
Total Victims:	108
DUI Arrests:	13
Traffic Citations:	1298
Non Traffic Citations:	9
Total Warnings:	0

This report summarizes all crime in the period selected and should not be mistaken for a UCR submission

Deputy Codes Officer Report

April 2026

Total number of properties monitored: 03/01/26 – 03/28/26	13
Number of borough drive through tours: 03/01/26 – 03/28/26	10
Number of attempts to contact residents/owner 03/01/26 – 03/28/26	17
Certified letters sent: 0 3/11/2026	0
Letters sent	2
Citations issued	0
Number of hearings with District Justice attended	0

Results on Properties Where Contact Made:

Conspiracy Coffee Recyclables contained

1 Brooks Lane Cleanup has started.

87 North Main Tractor removed.

19 Sherwood Street Rubbish removed

13 Orbed St. Rubbish removed.

20 Prospect Street Rubbish removed.

58 College Ave. Rubbish removed

104 W. Elmira Street Rubbish removed Car had tires installed & taken off jacks.

87 North Main Street Working on vehicle

53 North Main Street Rubbish bagged and out for pick up.

WWTP REPORT

April 2026

Dewatering Operations

The Belt Filter Press was ran 4 days for 27.1 hours to remove 13,450 pounds of solids from the plant.

The Biosolids were sent to NTSWA.

OPERATION REPORT FOR APRIL 2026

There were 23,962,375 gallons of sewage treated; this calculates to an average flow of 0.7365MGD.

There were 5.17" of rain recorded.

Date Sampled	FLOW MGD	INF BOD mg/L	INF LBS/DAY	AVERAGE INF LBS MONTH	EFF CBOD mg/L	EFF LBS/DAY	AVERAGE EFF lbs MONTH	Removal Efficiency Percent Removal
				Permit Limit 2550 lbs/day			Permit limit 210 lbs/day	
04/02/2021	1.4335	106	1267		<2	<23.91		
04/07/2021	0.8372	101	705		<2	<13.96		
04/09/2021	0.6803	80.4	456		<2	<11.35		
04/14/2021	0.5578	182	847	724	<2	<9.30		
04/16/2021	0.8735	107	779	lbs/day	<2	<14.57		
04/21/2021	0.7402	128	790		<2	<12.35	<13.23 lbs/day	98.2%
04/23/2021	0.6084	98.1	495	29.1%	<2	<10.09		
04/28/2021	0.7145	114	679	Average	<2	<11.92		
04/30/2021	0.6974	114	663		<2	<11.63		
Total	7.1392	1030.5	6682		<18	<119.08		
Average	0.7932	114.5	724		<2	<13.23		

Phosphorus Data and Permit Limits April

Date Sampled	FLOW MGD	INF PHOS mg/L	INF LBS/DAY	EFF PHOS mg/L	EFF LBS/DAY	WEEKLY AVERAGE	MONTHLY AVERAGE
						Permit limit 3.0	PERMIT LIMIT 2.0 mg/L
04/02/2021	1.4335	1.88	22.48	0.83	9.92		
04/07/2021	0.8372	1.61	11.24	0.59	4.12		
04/09/2021	0.6803	3.3	15.35	1.02	4.75	0.72 mg/L	
04/14/2021	0.5578	2.62	19.09	1.22	8.89		
04/16/2021	0.8735	1.94	11.98	0.76	4.69	1.12 mg/L	0.93 mg/L
04/21/2021	0.7402	1.94	11.98	0.76	4.69		
04/23/2021	0.6084	2.15	10.84	1.04	5.25	0.90 mg/L	
04/28/2021	0.7145	2.03	12.10	1.00	5.96		
04/30/2021	0.6974	2.04	11.87	1.08	6.28	1.04 mg/L	
Total	7.1392	19.53	126.06	8.38	54.62		
Average	0.7932	2.17	14.01	0.93	6.07		

March 2026 eDMR reports were submitted on 04/13/2026.

The following are the average daily flows received from the townships:

Month	Putnam	Richmond	Covington
	55,000 gallons	150,000 gallons	15,000 gallons
Jan-26	29379	100170	7961
Feb-26	23279	55986	11409
Mar-26	28516	90988	10886
Apr-26	27180	102021	12842

I. WWTP PLANT AND EQUIPMENT MAINTENANCE

1. Effluent Pump Issues
Slight leak on Effluent Pump #4 Mechanical Seal
2. Chemicals increased and reduced
Sodium Hypochlorite turned up
Aluminum Sulfate turned down
3. Plumbing repairs
Plumbing for Sodium Hypochlorite MC/RC Line found leaks, replaced gasket in Union Valve.
4. Recovery Cleans
Recovery Cleans were performed on:
Train#1: Sodium Hypochlorite, Instructed not to perform Citric Acid
5. F-350
The F-350 Rear passenger side fender fell off while the vehicle was being utilized for collection system checks, this was taken to Keystone Fabrication to be recreated. This was recreated and then put onto truck.
6. Guard on D.O./pH Meter
The guard on the meter fell off while in use. New order requested.
7. Fine Screen Issues
The Press Zone housing failed due to a failure of a cover inside. New parts installed and then reworked due to update of parts on older machinery.
8. Hydraulic Leak on JCB
There were leaking hoses on the JCB for the Boom lift and Extension. This was replaced, now has a hesitation when the extension is operated.
9. Trash Rack Debris Rake replaced
The Trash Rack Debris Rake was replaced with a new handle on rake to ensure availability of tool.
10. Air Compressor leak
There was found to be an air leak on the #1 Air Compressor. It was found that the control lines that came with the Air Compressor originally have become brittle. A Quote was sent from the Representative.
11. Static Mixer Replacement
There was a Static Mixer that was replaced. This was in the Post-Anoxic Tank. This Mixer was installed and is now operating as it should.
12. Static Mixer Failure
There was found to be a Static Mixer that failed. This was in the Pre-Anoxic #2 Tank. This Mixer was ordered and now waiting for it to arrive to be replaced.
13. Motors greased
All motors at the WWTP were greased
14. Bags on Fine Screens
New bags were installed on the Fine Screens

15. Safety Flaps on Fine Screens
16. The Safety Flaps on the Fine Screens were found to have failed. A quote was received from the Representative. Waiting on order for replacement.

II. PUMP STATION AND COLLECTION SYSTEM REPAIRS/INSPECTION

1. Brooklyn Street Pump Station
#1 Pump Running #2 Pump Running
The pump station is operating as it should.
2. Meadow Street Lift Station, Running in Hand due to Debris Issues.
#1 pump running. #2 pump running.
3. Newtown Hill Pump Station
#1 pump running. Electrical Issues, breaker reset now operating #2 pump out of service.
4. Elmira Street Pump Station
#1 pump running. No issues. #2 pump running.

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April 15, 2026

Page One

The monthly meeting of the Municipal Authority of the Borough of Mansfield was held on Wednesday, April 15, 2026, in the Council Room of the Municipal Building, Mansfield, Pennsylvania with the following people present:

Vaughn Hoyt, Chairman
Chad Rugar, Vice-Chairman
Barbara Carleton, Treasurer
Jennifer Pellett, Secretary

Cassandra Cowles, Borough Manager
Kurtis Tice, Superintendent
Jackie Kurzejewski, Administrative Assistant/Secretary-Treasurer
Terra Koernig, Solicitor
Steve Sargent, Lead Water Operator

Absent:

Visitors: Richard Correll; 85 N. Main St., Mansfield, PA

Hoyt called the meeting to order at 10:00 PM.

Hoyt called for recognition of visitors: Richard Correll wanted to address the board about a leak that occurred at his garage located at 87 N. Main Street. A curb stop replacement had to be completed to shut the water off due to the leak being underneath the meter. from a faulty valve. The water had been shut off in November after the curb stop replacement. Kentrel installed the new cellular water meter in January and the valve was still not repaired. When the new meter was installed, the valve leaked and continued to do so until March when it was noticed again. He did not know that the water was not left off after the meter change. He is asking that the board forgive his February and March water bills as he was unaware that the water was on again. Kurtis let the board know that a new valve and meter horn need to be replaced to fix the issue and will be completed by the Authority. A vote from the board was not necessary as the two bills total were below \$500.

Vaughn Hoyt announced to the board that he is planning to step down as Chairman and move to position of Vice-Chairman. Chad Rugar will take Hoyt's position as Chairman. Jennifer Pellett was accepted, by the Council, to be appointed as the Municipal Authority Secretary. Carleton made a motion to accept Vaughn Hoyt and Chad Rugar to exchange positions. Jennifer Pellett be appointed to Secretary, and to keep the remaining appointed Officers for 2026. Pellett seconded the motion, and it was approved.

Rugar made a motion to keep the meeting day and time the same for one more year (2026), keep the current Depository, and Solicitor for 2026. Carleton seconded the motion, and it was approved.

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The minutes of the regular meeting held on March 26, 2026, Treasurer's Report, and Bills Paid were reviewed. Rugar made a motion to approve the Minutes, Treasurer's Report, and Bills Paid. Carleton seconded the motion, and it was approved.

Superintendents Report: Pellett made a motion to approve the Superintendents Report. Carleton seconded the motion and it was approved.

Water Operators Report: Steve began by letting the board members know digging had begun on the south end of town April 15th, 2026. He informed everyone that so far, our line is 5-6 feet deep for the crossover PennDOT is concerned about and our valves are far off from the edge. He does not see why we may not be able to keep them in their current locations as they should not cause any problem with the lane extension. He feels the same with the location of our main water line. He is hoping that if a crossover is necessary only one is needed, but preferably no crossovers are needed. If we can avoid moving any lines it would save a good amount of time and money. It was confirmed that further South the lines are okay even though they are closer to the road, and the Northern part of South Main Street may have issues with storm drains. This will most likely have to be addressed at a later date. His main discussion involved informing the members on his request to run a trial VFD on Well 1 as soon as possible to see what their best course of action could be to fix their pressure and flow issues. Well Two would stay the same for the trial as it would be for emergency backup. The reason he would like to do the trial run is to determine if it is possible to run on a VFD alone, the VFD with the Cla-valve or if it is best to stick with just the Cla-valve. Based on the information he has looked into, the best option would most likely be the VFD in conjunction with the Cla-valve to help limit pressure and control flow at both locations. The VFD he is looking into can be controlled remotely, and the Cla-valve may also have this ability. The current Cla-valve keeps breaking down due to pressure issues and continuously needs to be rebuilt to function properly. Steve had a meeting with Jimmy Joe who is on board with this option because a trial would allow us to physically see what will happen in our circumstance. This trial would be able to start as soon as the week of April 20th if approved and would only need to run a few days. Steve would like to have a follow-up after the trial to discuss possibly down sizing the pumps as well if the trial goes smoothly.

Managers' Report: Carleton made a motion to approve the Manager's Report. Pellett seconded the motion and it was approved.

Old Business: no old business

New Business:

A. Approve Jennifer Pellet's Appointment: Rugar made a motion to approve the appointment of Jennifer Pellet to Secretary. Carleton seconded the motion, and it was approved.

B. Approval of Trial VFD Setup: After reviewing the request and information provided by Steve with his Operator's Report, Rugar made a motion to approve the trial VFD set-up. Carleton seconded the motion and it was approved.

C. Approval to Pay Piping and Valve Restoration Invoice: Carleton made a motion to approve the final invoice for the Water Treatment Plant piping and valve restoration. Pellett seconded the motion, and it was approved. The board agreed it turned out nice and really

MUNICIPAL AUTHORITY OF THE BOROUGH OF MANSFIELD

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Page Three

like that the incoming and outgoing pipes are separate colors to easily be distinguished. They would like to set up a time to do a walk through/tour of the plant with all the members to see the updates.

Correspondence: there was no correspondence.

Hoyt motioned to adjourn the meeting at 10:45AM.

Respectfully Submitted,

Jackie Kurzejewski,
Mansfield Borough Secretary/Treasurer

BOROUGH MANAGER'S REPORT

May 2026

A. Transportation Alternative Set-Aside Funding (TASA) (Information)

No further information currently. We heard that this might not be announced until fall.

B. Local Share Account (LSA) (Information)

No further information currently.

C. Swimming Pool Feasibility Study Grant with DCNR (Information)

I am still waiting to have a form authorized and signed by our solicitor so that we can begin moving forward with this.

D. Board and Commissions (Action)

On the agenda for approval is the appointment of Karen Farrer to the Municipal Authority Board, where she would replace Gerald Farrer.

We are also still seeking an alternate member for the Zoning Hearing Board (ZHB).

E. DEP Growing Greener Grant (Information)

Nothing further on this at this time.

F. PennVEST Loan/Grant – Sewer Upgrades/Repairs (Information)

We are continuing to work on this. I have also spoken with the County regarding funding; they are looking for additional funding sources.

G. Main Street Matters Program Grant (Information)

No further updates at this time.

H. Aggregate Bid Opening (Action)

It is on the agenda to open bids for aggregate.

I. Approve Hiring Lifeguards/Pool Manager and Head Lifeguard (Action)

I am requesting approval to hire the following lifeguards and to approve allowing me to hire additional lifeguards between now and the next council meeting. I am also requesting to rehire Tasha Newton as Pool Manager and Molly Hall as Head Lifeguard.

J. CCA Street Dedication (Action)

BOOM has reached out and asked that we move forward with the process of dedicating the Street to CCA. Once approved, this will go to the Solicitor.

K. 4th of July Parade (Action)

This is on the agenda for approval. The Fourth of July parade is set for July 4th at 1:00 pm.

L. Homecoming Parade (Action)

This is on the agenda for approval. The Homecoming parade is set for September 26th at 10:00 am.

M. Real Disposal Temporary Fuel Surcharge (Action)

A representative from Real Disposal is set to attend the meeting to discuss this. They are requesting a temporary fuel surcharge of \$.10 per sticker. This would take the garbage stickers to \$3.40/sticker. This will be reassessed again in 90 days.

N. Christ Church (Action)

Christ Church is considering the purchase of the former Wilston Funeral Home property for use as a church meeting location. Because the property is located within the R-2 Zoning District, Borough Council would first need to make a motion directing the preparation of an amendment to the zoning ordinance to permit churches within the R-2 District as either a special exception or conditional use.

If Council approves moving forward, the proposed amendment would then be reviewed by the Planning Commission before proceeding through the required public notice and advertisement process. A public hearing would subsequently be held at a Borough Council meeting prior to any final action on the amendment.

O. Truck Purchase (Action)

This was put in the budget and has been ordered. It had to be ordered prior to the end of April in order to get it at the current price and not have to wait for production. We need formal approval from the council.

**Finance Committee Meeting
May 6, 2026
3:00 PM, Council Meeting Room**

Members in Attendance

- Rob Fitzgerald (via Phone)
- Bob Strohecker
- Adrienne McEvoy
- Kurtis Tice
- Cassie Cowles

Discussion Items

1. Budget Verses Actual Review

The committee reviewed the BVA for general fund and sewer fund.

2. IMA Discussion:

The committee discussed setting up a meeting with LDG to review the cost spreadsheet that was compiled for the WWTP.

3. Partners In Progress Pilot:

The committee discussed meeting with PIP to discuss the PILOT program that is expiring this year.

4. Pool Rates

Pool rates for 2026 were discussed. A limited number of subsidized pool passes will be available this year. Individuals receiving a reduced-rate pass will be responsible for paying \$75 toward the cost of the pass, and additional restrictions will apply.

Family pool passes will be available for purchase from May 14 through May 31 for \$150.

Beginning June 1, family passes will no longer be sold, and 10-entry wristbands will be available for \$30.

5. Christ Church:

Council discussed the possibility of pursuing a zoning amendment to allow churches on a case-by-case basis, along with consideration of a PILOT (Payment in Lieu of Taxes) agreement. If Council approves moving forward, the proposed amendment will be referred to the Planning Commission, and the required public advertising process will begin.

6. Cameras:

We discussed placing cameras at the Graydon Scott Playground and at the Borough shop.

7. Painting Pool:

Kurtis let the committee know that he was planning to start painting the pool this coming week, and opening is estimated to be June 8th.

Adjournment

The meeting concluded at 4:10 pm

Public Works Committee Meeting

Date: May 6, 2026

Time: 2:00 PM

Attendance

- Robert Strohecker
- Kelvin Morgan
- Kurtis Tice
- Cassie Cowles
- James Bogaczyk

Discussion Items

- 1. Pesticide License:** Kurtis tested and is planning to go for another test this month.
- 2. Pool Preparation:** The Pool is being prepared for painting. Pool opening is tentatively scheduled for June 8th.
- 3. Catch Basin Cleaning:** Once the pool is completed, the crew will then start working on cleaning catch basins.
- 4. Ditch Cleaning:** The committee discussed the ditches that need to be cleaned out.
- 5. Extension Street:** Discussion surrounding road repairs needed to be performed on Extension Street.
- 6. Staffing:** There was an update on staffing and an inquiry into possibly looking for another public works employee.
- 7. Codes Update:** James gave an update on the progress he is making in the codes department.

Meeting adjourned at 2:50 PM.

Safety Committee Meeting

Date: May 6, 2026

Time: 4:15 PM

Attendance

- Will Schlosser
- Karri Verno
- Nichole Book
- Zach Stager
- Kathy Barrett
- Kurtis Tice
- Cassie Cowles

Discussion Items

- **Employee Safety -**
 - **Safety Training**
- **Cleaning out Arch Pipe**

- **Business Codes Enforcement**

- **Police K9**

Meeting adjourned at 5:15 PM.