

MANSFIELD BOROUGH COUNCIL
August 12, 2026
MEETING AGENDA

REGULAR MEETING:

1. Public Hearing
2. Call to Order
3. Pledge of Allegiance
4. Recognition of Visitors – Sam Rotella
5. Approval of July 8, 2026, Minutes
5. Treasurer's Report for July
6. Review and Approval of Bills – July
7. Mayor's Report
8. Police Report
9. WWTP Report
10. MMA Minutes
11. Borough Manager's Report
12. Standing Committee Reports:
 - A. Finance Committee
 - B. Public Works Committee
 - C. Personnel Committee
 - D. Safety Committee
13. Old Business:
 - A. Swimming Pool Feasibility Study Grant with DCNR
14. New Business
 - A. Christ Church
 - B. Greater Mansfield Comprehensive Plan
 - C. I-99 Revised Road Lighting Agreement
 - D. PA Heart & Soul Bridge Loan Request
 - E. Pension MMO's
 - F. Orebed Street Repairs
 - G. Eliminate superintendent position
 - H. Approve advertising for public works position
 - I. Approve streets lead
15. Correspondences
16. Adjournment

BOROUGH OF MANSFIELD

July 8, 2026

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

Robert Strohecker
Robert Fitzgerald
Kelvin Morgan
Nichole Book
Karri Verno

Kurtis Tice, Superintendent
Jackie Kurzejewski, Secretary-Treasurer
Kathryn Barrett, Mayor
Officer Richard Kotch

Absent: William Schlosser, Adrienne McEvoy, Casandra Cowles, Borough Manager

Visitors: Cheryl Clarke; Wellsboro Gazette

Residents/Business Owners/Employees: No visitors

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: No visitors.

Fitzgerald moved to approve the June 10, 2026, Council meeting minutes. Book seconded the motion and it was approved.

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

Fitzgerald made the motion to approve the bills paid reports for June for the following accounts: General Fund: \$146,623.19; Sewer Fund: \$119,854.19; Liquid Fuels Fund: \$4,532.87 and Payroll Fund: \$93,730.23 and to draw vouchers for unpaid bills. Strohecker requested that the workers' compensation payments be looked into as it looked like there were two payments under different accounts. Morgan seconded the motion, and it passed.

Mayor's Report

Mayor Kathy informed council that on July 2, 2026, she appointed Richard Kotch as officer in charge and apologized for not discussing with council first. Due to the circumstances, it was a necessary decision that needed to be made in a timely manner. She explained that for the time being the dynamic is Officer Kotch is helping on the administrative side and Kathy helps sign off on items as needed. This is a temporary role until personnel and council decide how to proceed. A monetary discussion was not had as this change was meant to be temporary. Mayor Barrett also told council that she and Cassie discussed starting a Junior Council at the local high school and incorporate Mansfield University students as well.

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Nicole Book mentioned she knew a student at the University that would be perfect to help get this started. Mayor Barrett also mentioned she would be helping at a Chicken Barbeque for the Mansfield Free Library July 11, 2026.

Police Report

Richard Kotch gave an update to the council on what the officers have been completing for training. Officer Bostwick completed his DUI certification to become an instructor and plans to begin holding courses as well as training our officers. Officer Pratt completed his Gracie Tactics Level 2 class. The incident on MU campus is still under investigation and the department is waiting on the final outcome.

Superintendent's Report

Kurtis informed council that the cameras at the Graydon Scott South Academy Street Playground are being moved because their current locations are not clear enough to see who may be causing damage or not following rules listed at the entrance. Signs have been put up notifying users of the park that the cameras are there. The picnic table had to be repainted again due to graffiti. The post at the Lions Club will be completed soon and the arch pipe work/clean is underway. Fitzgerald wanted to let council know how much he loves seeing the Partners in Progress kids volunteering around town. He believes it to be a great program.

WWTP Report

The Newtown Hill location needs a second pump online to fix the pipe to help the system during heavy rains. There has been no update on the PennVEST grant application. Jimmie Joe is still gathering information for this grant. Kurtis and Jimmie Joe will be visiting a sewer plant in New York State to see how they use Lyme in their processing and learn the pros and cons of utilizing it in our plant.

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: no update for council.
- B. Public Works Committee: The committee discussed buying equipment that would allow our workers to put in curbing to help keep the streets from deteriorating. The Ore Bed Street to the Mansfield Village is a main priority for repairs as it has now started causing drainage issues during heavy rainfall.
- C. Personnel Committee: Karri informed council that there are action items in New Business.
- D. Safety Committee: The main topic of discussion was the problem that has started with E-bikes and scooters. They discussed having a public service campaign to inform the public of the different classifications of the bikes and scooters. The power band and voltage dictate how things can be regulated i.e., is it considered the same as a motorcycle with the large power band/voltage. The issue was brought up by multiple concerned citizens who have almost had accidents because riders are not obeying road laws. A recent accident involving an E-bike and car near The Lil' Half Pint also brought to the attention of the committee the need for regulations to be addressed. Schlosser is working on the campaign and verbiage for the concerns and safety of users.

Old Business: no old business

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July 8, 2026

New Business:

- A. Police Chief Internal Search: Verno made a motion to advertise internally for the Chief of Police position. Morgan seconded the motion and it was approved.
- B. Patrol Police Hire: Verno made a motion to advertise for full time police officers. A suggestion was made about the possibility of changing the hours of full time and removing part time. Fitzgerald suggested a further discussion between personnel and finance to look into the feasibility of this. Fitzgerald seconded the motion and it was approved.
- C. Appoint Interim Codes Officer: Rob Carleton has volunteered to be the interim Codes Officer until Labor Day to give the Borough time to find a permanent replacement. He said the only thing he does not plan to work on are issues that will lead to a court hearing as he will only be here a short time. Fitzgerald made a motion to accept Rob Carleton as the interim Codes Officer and to add advertising for the Codes Officer position to the agenda. Book seconded the motions and they were approved.
- D. Advertise for the Codes Officer Position: Verno made a motion to advertise for the Codes Officer position. Fitzgerald seconded the motion and it was approved.

Correspondences: no correspondence

There being no further business, Fitzgerald made a motion to adjourn the meeting at 6:57 pm.

Jackie L. Kurzejewski
Secretary-Treasurer

Mansfield Borough General Fund
COUNCIL - BILLS PAID
JULY 2026

Date	Num	Name	Memo	Amount
100.000 - General Fund Checking Account				
07/02/2026	HRA07226	HIGHMARK SPENDING ACCOUNT	HRA REIMBURSEMENT	-1,930.38
07/09/2026	13977	SUBURBAN TESTING LABS	POOL LAB TESTING	-225.00
07/09/2026	13978	SUNOCO - WEX	JUNE FUEL	-3,017.14
07/09/2026	13979	PENTELEDA	JUNE MODEM RENTAL	-83.84
07/09/2026	13980	BUTTERS CARWASH	JUNE CARWASH	-109.00
07/09/2026	13981	COMPU-GEN TECHNOLOGIES	JUNE COMPUTER SUPPORT	-395.40
07/09/2026	13982	BLOSSBURG BEVERAGE CO.	WWTP 5GAL JUGS/WATER DEPOSIT	-32.50
07/09/2026	13983	PENNSYLVANIA ONE CALL	MONTHLY ACTIVITY FEE FOR MNF	-13.60
07/09/2026	13984	MMA	BOROUGH OFFICE/POOL W/S	-4,149.00
07/09/2026	13985	WILSON SUPPLY CENTER	YMCA DOOR KNOB/LOCK	-74.99
07/09/2026	13986	D3UC, LLC	TELEPHONE	-328.15
07/09/2026	13987	VERIZON WIRELESS	POLICE CELL PHONES	-224.97
07/09/2026	13988	TRI-STATE CARBONATION	POOL CO2 RENTAL	-901.02
07/09/2026	13989	CINTAS	FIRST AID SUPPLIES	-211.82
07/09/2026	13990	ASHYR CUMMINGS	REIMB LIFE GUARD CERT. ASHYR & LAYNE	-200.00
07/09/2026	13991	POOL SHARK H2O, INC.	ANNUAL SUBSCRIPTION	-103.75
07/09/2026	13992	TIOGA PUBLISHING	ZONING AMENDMENT, ACCT#00000885	-446.16
07/09/2026	13993	QUILL	POLICE FILE CABINET	-125.74
07/09/2026	13994	BI LO SUPPLY	POOL MAINTENANCE	-130.89
07/09/2026	13995	GRAINGER	STRIPING/MARKING PAINT & CHALK	-22.76
07/09/2026	13996	CHEM2O LLC	POOL CHEMICALS	-2,381.70
07/09/2026	13997	AJ'S OUTDOOR POWER EQUIPM...	ZERO TURN MAINT/BLOWER/SUPPLIES	-1,174.40
07/14/2026	13998	PAYROLL	PAYROLL 06/27-07/10 PD 07/17/2026	-31,833.04
07/15/2026	MEIT#07...	MEIT	POLICE LIFE INSURANCE AUGUST 2026	-138.00
07/17/2026	13999	CARDMEMBER SERVICES	SUPPLIES, TOOLS, REPAIRS	-7,893.47
07/17/2026	14000	Bureau Veritas	ELEVATOR INSPECTION	-95.00
07/17/2026	14001	TIOGA PUBLISHING	POLICE OFFICERS WANTED, ACCT#0000...	-321.36
07/17/2026	14002	GANNON	INSURANCE - INSTALLMENT 6 MANSBOR...	-5,905.71
07/17/2026	14003	AMTRUST NORTH AMERICA	WORKERS COMP	-4,191.19
07/17/2026	14004	MITCHELLS AUTO	SUPPLIES/TOOLS/REPAIRS	-66.76
07/17/2026	14005	NAPA	OPERATING SUPPLIES	-774.39
07/17/2026	14006	PARTNERS IN PROGRESS	JUNE 2026 JANITORIAL SVC	-630.00
07/17/2026	14007	QUILL	OFFICE/POLICE SUPPLIES	-542.92
07/17/2026	14008	PENELEC	ELECTRIC	-2,478.78
07/17/2026	14009	APPALACHIAN PEST SOLUTION...	OFFICE/SHOP PEST CONTROL	-250.00
07/17/2026	14010	TIOGA COUNTY TAX CLAIM BUR...	108 TAX NOTICES	-79.92
07/17/2026	14011	STSD LOCKBOX	SCHOOL REAL ESTATE TAXES	-1,093.70
07/17/2026	14012	TIOGA PUBLISHING	1 YEAR RENEWAL, ACCT#0022877	-98.63
07/17/2026	14013	SUN GAZETTE	PUBLIC NOTICE/NOTICE OF PLANNING A...	-78.60
07/17/2026	14014	KEYSTONE WELDING	YMCA -CUT & WELD PIPING	-50.00
07/17/2026	14015	AT&T MOBILITY	FIRST NET SERVICE	-348.97
07/17/2026	14016	TASHA NEWTON	CONCESSION/POOL	-869.11
07/17/2026	14017	RICHARD KOTCH	REIMBURSE OPERATING SUPPLIES	-16.92
07/17/2026	14018	BOSTWICK, MICHAEL	MILEAGE REIMBURSEMENT	-65.25
07/17/2026	14019	WELLSBORO RENTAL CENTER	TRASH PUMP	-198.59
07/17/2026	14020	DEBORAH BASTIAN	REIMB MANSFIELD SIGN FOR MFFM	-53.92
07/23/2026	HRA072...	HIGHMARK SPENDING ACCOUNT	HRA REIMBURSEMENT	-459.91
07/23/2026	14021	UNITED STATES TREASURY	QUARTERLY FEDERAL EXCISE TAX	-61.44
07/24/2026	14022	SUSAN COOLE	8/1/25-5/30/26 PROJECT MANAGER REIMB	-16,180.00
07/24/2026	14023	JACKIE KURZEJEWSKI	COPAY/PRESCRIPTION REIMB	-133.13
07/24/2026	14024	COWLES, CASANDRA	MEDICAL REIMB	-150.00
07/24/2026	14025	MMA	BOROUGH OFFICE/POOL W/S	-3,105.00
07/24/2026	14026	SUBURBAN TESTING LABS	POOL LAB TESTING	-75.00
07/24/2026	14027	MANSFIELD HOSE CO	2026 ANNUAL FIRE PROTECTION	-36,601.17
07/24/2026	14028	COMPU-GEN TECHNOLOGIES	JULY/AUG COMPUTER SUPPORT	-397.80
07/24/2026	14029	PSAB	DRUG TESTING ACCT#877	-106.36
07/24/2026	14030	WILSON TRANSPORT INC	DUMP TRUCK COMPUTER	-75.00
07/24/2026	14031	OTIS ELEVATOR CO	ELEVATOR MAINT SVC 8/1/26-7/21/27	-3,927.72
07/24/2026	14032	QUILL	OFFICE/POOL/POLICE SUPPLIES	-410.75
07/24/2026	14033	TRI-STATE CARBONATION	POOL CO2 RENTAL	-905.69
07/24/2026	14034	MARCO	COPIER MONTHLY AGREEMENT	-51.97
07/24/2026	14035	NUESYNERGY, INC	HRA MAY/JUNE 2026 ADMIN FEES	-90.00
07/24/2026	14036	AMTRUST NORTH AMERICA	WORKERS COMP	-4,191.19
07/24/2026	14037	HIGHMARK BLUE SHIELD	AUG 26 HEALTH INSURANCE	-23,274.80
07/24/2026	14038	CHEM2O LLC	POOL CHEMICALS	-3,257.50
07/24/2026	14039	UGI	GAS	-170.43
07/24/2026	14040	YCG, INC.	V-TYPE YEARLY	-99.00
07/28/2026	14041	PAYROLL	PAYROLL 07/11-07/24 PD 07/31/2026	-30,265.37

Mansfield Borough General Fund
COUNCIL - BILLS PAID
JULY 2026

Date	Num	Name	Memo	Amount
07/31/2026		MMA.	JUNE ARMY CORP WATER PMT	-300.00
Total 100.000 · General Fund Checking Account				-198,645.67
101.00 · CHECKING - NW				
Total 101.00 · CHECKING - NW				
TOTAL				-198,645.67

Mansfield Borough Sewer Fund
COUNCIL- BILLS PAID
JULY 2026

Date	Num	Name	Memo	Amount
100.00 · Sewer Fund Checking Account				
07/09/2026	9889	SUBURBAN TESTING LABS	MONTHLY LAB FEES	-1,016.00
07/09/2026	9890	REAL DISPOSAL, LLC	VOID: SLUDGE REMOVAL ACCT801504	0.00
07/09/2026	9891	MMA	WWTP JUNE W/S 10146500	-27.00
07/09/2026	9892	D3UC, LLC	TELEPHONE INV#6729	-32.82
07/09/2026	9893	APPLIED SPECIALTIES, INC.	CHARGE PACK 282 CUST#CW-0191	-9,478.87
07/09/2026	9894	GRAINGER	2-WAY BALL VALVE	-136.90
07/09/2026	9895	FRONTIER	TELEPHONE ALARM CALL BOX	-262.32
07/09/2026	9896	COMPU-GEN TECHNOLOGIES	JUNE COMPUTER SUPPORT	-128.96
07/09/2026	9897	J.J. KELLER & ASSOCIATES, ...	CLOTHING ALLOWANCE CUST#2027...	-97.92
07/14/2026	9898	PAYROLL	PAYROLL 06/27-07/10 PD 07/17/2026	-8,290.52
07/17/2026	9899	CARD MEMBER SVC	SUPPLIES/TOOLS/REPAIRS	-469.30
07/17/2026	9900	PENELEC	SEWER DEPT. ELECTRIC	-9,848.04
07/17/2026	9901	REAL DISPOSAL, LLC	SLUDGE REMOVAL ACCT801504	-2,389.22
07/17/2026	9902	GRAINGER	BARRICADE TAPE/TRAFFIC CONES	-129.17
07/17/2026	9903	SUBURBAN TESTING LABS	MONTHLY LAB FEES	-478.00
07/17/2026	9904	PA ONE CALL	MONTHLY ACTIVITY FEE MFD	-15.20
07/17/2026	9905	COX, STOKES, & LANTZ, P.C.	RIGHT TO KNOW REQUEST FILE#13...	-307.13
07/17/2026	9906	USA BLUE BOOK	EVAP DISH/STATIC MIXER	-256.90
07/17/2026	9907	AT&T MOBILITY	CELL PHONE	-114.33
07/17/2026	9908	CHEMSTREAM, INC.	CHEMICALS	-12,622.33
07/17/2026	9909	AMERIHEALTH CASUALTY S...	Workers Comp	-754.41
07/17/2026		GANNON	LIABILITY INSURANCE INSTALL #7 S...	-2,653.29
07/24/2026	9911	TYLER WOOD	MEDICAL REIMB	-19.84
07/24/2026	9912	FRONTIER	TELEPHONE ALARM CALL BOX	-265.00
07/24/2026	9913	MMA	WWTP JULY W/S 10146500	-16.50
07/24/2026	9914	LARSON DESIGN GROUP	Project # 5225-013 2026-2027 RETAIN...	-322.50
07/24/2026	9915	PA DEP	ANNUAL SVC FEE FACID#279318	-100.00
07/24/2026	9916	INDUSTRIAL APPRAISAL CO...	ACCT #4-584-600	-400.00
07/24/2026	9917	COMPU-GEN TECHNOLOGIES	AUG COMPUTER SUPPORT	-128.96
07/24/2026	9918	CINTAS	FIRST AID SUPPLIES	-8.03
07/24/2026	9919	NUESYNERGY, INC	HRA ADMIN FEES MAY/JUNE 2026	-22.50
07/24/2026	9920	AMERIHEALTH CASUALTY S...	Workers Comp	-754.41
07/24/2026	9921	REAL DISPOSAL, LLC	SLUDGE REMOVAL ACCT801504	-1,173.57
07/24/2026	9922	Geist Water Consulting	CERT OPER 2ND QTR	-100.00
07/24/2026	9923	SUSQUEHANNA FIRE EQUIP...	GAS MONITOR SEMI-ANNUAL CALIB...	-105.00
07/24/2026	9924	PA DEP	PERMIT#PA0021814 ANNUAL FEE	-7,500.00
07/24/2026	9925	PENN WORKS PUBLIC	AUG PENNWORKS PMT	-8,388.08
07/28/2026	9926	PAYROLL	PAYROLL 07/11-07/24 PD 07/31/2026	-8,131.53
07/31/2026	9927	GENERAL FUND	JULY HEALTH INS/HRA REIMB.	-4,494.77
Total 100.00 · Sewer Fund Checking Account				-81,439.32
101.00 · SF CHECKING - NW				
Total 101.00 · SF CHECKING - NW				
TOTAL				-81,439.32

Mansfield Borough Liquid Fuels Fund
COUNCIL - BILLS PAID
JULY 2026

Date	Num	Name	Memo	Amount
100.000 · LIQUID FUELS FUND CHECKING ACCT				
07/02/2026	795	PENELEC	ELECTRIC	-4,292.20
07/24/2026	796	PENELEC	ELECTRIC	-271.78
Total 100.000 · LIQUID FUELS FUND CHECKING ACCT				-4,563.98
101.00 · L F CHECKING - NW				
Total 101.00 · L F CHECKING - NW				
TOTAL				-4,563.98

Mayor's Report

7-4-2026 6:30 A.M.-6:30 P.M. Smythe Park

7-8-2026 6:00 P.M. Council

7-10-2026 11:00 A.M. meeting with Chief Perry

7-11-2026 9:30 A.M.-noon Library BBQ

7-13-2026 9:00 A.M. Welcome MU students

11:30 A.M.-12:30 P.M. resource fair for MU students

3:00-4:00 P.M. meeting with Sandra Olsen and Todd Wagaman

7-14-2026 7:30 A.M. Chamber

10:30 A.M. meeting with OIC

7-15-2026 5:00 P.M. Library board

7-16-2026 9:30 A.M. meeting with Cassie and Mindy Engle

7-21-2026 8:00 A.M. Multi- Municipal Comprehensive Plan meeting

Noon- 3:00 P.M. police interviews

7-22-2026 2:00 P.M. discussion of interviews

7-29-2026 6:00 P.M. Executive session

7-30-2026 10:00 A.M. unveiling of I 99 signage at Welcome Center

7-31-2026 2:30-6:00 P.M. Final Friday

8-5-2026 4:00 P.M. Safety meeting

Mansfield Police Department Monthly Council Report Addendum

Date: July 2026

	Monthly	Total
Miles Patrolled -----→	3,882	33,274
Vehicle Mileage Car 620-----→	2,397	31,790
Car 621-----→	1,207	68,255
Car 622-----→	278	64,529
Fuel-----→	454.17	3317.17
Felony Arrest-----→	2	21
Misdemeanor Arrest-----→	2	98

ORI:
Population:

Statistics From: 7/1/2026 To: 8/1/2026

Crimes Reported:

Arson:	0
Assault:	0
Bribery:	0
Burglary:	0
Forgery:	0
Vandalism:	0
Drug:	0
Embezzlement:	0
Extortion:	0
Fraud:	0
Gambling:	0
Murder:	0
Kidnapping:	0
Larceny:	0
Motor Vehicle Theft:	0
Pornography:	0
Prostitution:	0
Robbery:	0
Forcible Sex Offense:	0
Non-Forcible Sex Offens	0
Stolen Property:	0
Weapon:	0

Crimes Reported:

Bad Check:	0
Vagrancy:	0
Disorderly:	0
DUI:	0
Drunkennness:	0
Family Offense:	0
Liquor:	0
Peeping Tom:	0
Tresspass:	0
Runaway:	0
All Other:	0

Total Calls for Service: 159

Total Cases: 5

Total Arrestees: 3

Total Suspects: 2

Total Victims: 4

DUI Arrests:

Traffic Citations: 42

Criminal Citations: 1

Total Warnings: 0

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

July 30, 2026

TO: Office of the Mayor/Chief of Police

FROM: Department Awards Supervisor

SUBJECT: Request for Department Recognition, Life Saving Medal

The Department Awards Supervisor (DAS) requests the following member of the Mansfield Police Department, Patrolmen Second Class Chris G. Pratt shield number 645, be awarded the departments life saving medal for actions taken on July 29th 2026 at 23:30 hours.

On the time and date listed above PTLM2 Pratt responded to a medical call at 6 Garside Street in Mansfield, where he found a male subject (known to police) with a large laceration on his ankle with a large amount of bleeding. PTLM2 Pratt immediately took charge of the situation, first contacting county dispatch alerting communication with emergency medical services, then providing rapid on scene medical attention by applying a Tourniquet to slow and stop the uncontrolled bleeding. Without this high level of intervention the out come for the male could have been tragic.

The events listed above were documented on CAD # 07-28-2026-001 and was dispatched on call # C26-0001342.

It is the opinion of the DAS that PTLM2 Pratt showed a high level of commitment to service to his community , and held himself to the highest standards and exceeded them. The DAS recommends that PTLM2 Pratt be awarded the department life saving medal, and authorized to wear the decoration after this date.

DAS: *Sgt. R. Smith #640*

OIC/CHIEF: *OIC Richard Slotch #628*

Mayor of Mansfield, *Kathy Barrett*

WWTP REPORT

JULY 2026

Dewatering Operations

The Belt Filter Press was ran 4 days for 22.5 hours to remove 14,666 pounds of solids from the plant.
The Biosolids were sent to NTSWA.

OPERATION REPORT FOR JULY 2026

There were 14,999,614 gallons of sewage treated; this calculates to an average flow of 0.4839 MGD.
There were 6.15" of rain recorded.

Date Sampled	FLOW MGD	INF BOD mg/L	INF LBS/DAY	AVERAGE INF LBS MONTH Permit Limit 2550 lbs/day	EFF CBOD mg/L	EFF LBS/DAY	AVERAGE EFF lbs MONTH Permit limit 210 lbs/day	Removal Efficiency Percent Removal
07/02/2021	0.3042	260	660		<2	<5.07		
07/07/2021	1.0127	50.3	425		<2	<16.89		
07/09/2021	0.7345	76.2	467		<2	<12.25		
07/14/2021	0.4423	122	450	604	<2	<7.38		
07/16/2021	0.3832	201	642	lbs/day	<2	<6.39		
07/21/2021	0.3729	213	662		12.50	<38.87	<11.85 lbs/day	98%
07/23/2021	0.3228	161	433	23.6%	<2	<5.38		
07/28/2021	0.5282	302	1330	Average	<2	<8.81		
07/30/2021	0.3342	132	368		<2	<5.57		
Total	4.4350	1517.5	5438		<28.5	<106.63		
Average	0.4928	168.61	604		<3.17	<11.85		

Phosphorus Data and Permit Limits JULY 2026

Date Sampled	FLOW MGD	INF PHOS mg/L	INF LBS/DAY	EFF PHOS mg/L	EFF LBS/DAY	WEEKLY AVERAGE Permit limit 3.0	MONTHLY AVERAGE PERMIT LIMIT 2.0 mg/L
07/02/2021	0.3042	4.08	10.35	2.21	5.61	2.10 mg/L	
07/07/2021	1.0127	1.1	9.29	0.89	7.52		
07/09/2021	0.7345	1.7	10.41	0.80	4.90	0.85 mg/L	
07/14/2021	0.4423	2.51	9.26	1.20	4.43		
07/16/2021	0.3832	3.39	10.83	1.33	4.25	1.27 mg/L	1.20 mg/L
07/21/2021	0.3729	4.02	12.50	2.90	9.02		
07/23/2021	0.3228	3.57	9.61	1.60	4.31	2.25 mg/L	
07/28/2021	0.5282	4.57	20.13	1.85	8.15		
07/30/2021	0.3342	3.18	8.86	1.62	4.52	1.74 mg/L	
Total	4.4350	28.12	101.26	14.40	52.69		
Average	0.4928	3.12	11.25	1.60	5.85		

June 2026 eDMR reports were submitted on 07/09/2026.
3rd Quarter samples were taken on 07/14/2026.

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

	Putnam 55,000 gallons	Richmond 150,000 gallons	Covington 15,000 gallons
Month			
Jan-26	29379	100170	7961
Feb-26	23279	55986	11409
Mar-26	28516	90988	10886
Apr-26	27180	102021	12842
May-26	23047	79682	11708
June-26			
July-26	22243	61252	9455

I. WWTP PLANT AND EQUIPMENT MAINTENANCE

1. Effluent Pump Issues
Slight leak on Effluent Pump #4 Mechanical Seal
Slight leak on Effluent Pump #1 Mechanical Seal
2. Chemicals increased and/or reduced
Aluminum Sulfate increased
Sodium Hypochlorite increased
3. Guard on D.O./pH Meter
The guard on the meter fell off while in use. New order requested in May 2026
4. 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.
5. Static Mixer Failure
This was in the Pre-Anoxic #2 Tank. This Mixer was ordered and now waiting for it to arrive to be replaced.
6. Motors greased
All motors at the WWTP were greased
7. Safety Flaps on Fine Screens
The Safety Flaps on the Fine Screens were found to have failed. A quote was received from the Representative. Waiting on order for replacement.
8. Maintenance Cleans Performed
Sodium Hypochlorite maintenance cleans performed 1x/train/week
Citric Acid maintenance cleans performed 1x/train/2weeks
9. CSO BYPASSES
There was a CSO bypass in July 2026:
07/04/2026 19,000 gallons
07/05/2026 329,000 gallons
07/09/2026 8,000 gallons
10. Safety Railing Painted
The Safety Railing was mostly painted, will continue to perform this work until the entire railing is painted when employees are available and weather conditions allow for this work to be completed.
11. Brush Drop Off Area
The Brush Drop Off Area was filled with Millings and #3 Stone to allow for better drainage.
12. Fine Screen Room Rolling Door
The Fine Screen Room Rolling Door was worked on, now waiting for electricians to finish this work.

II. PUMP STATION AND COLLECTION SYSTEM REPAIRS/INSPECTION

1. Brooklyn Street Pump Station
#1 Pump, Blockage will need to clear. Running #2 Pump Running
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, #2 pump out of service.
4. Elmira Street Pump Station
#1 pump running. No issues. #2 pump running.

MUNICIPAL AUTHORITY OF THE BOROUGH OF MANSFIELD

July 8, 2026

Page One

The monthly meeting of the Municipal Authority of the Borough of Mansfield was held on Wednesday, June 24, 2026, in the Council Room of the Municipal Building, Mansfield, Pennsylvania with the following people present:

Chad Rugar, Chairman
Barbara Carleton, Treasurer
Jennifer Pellett, Assistant Secretary-Treasurer
Karen Farrer, Secretary

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

Absent: Casandra Cowles, Borough Manager, Vaughn Hoyt, Vice-Chairman

Visitors: no visitors.

Rugar called the meeting to order at 4:30 PM.

Rugar called for recognition of visitors: There were no visitors.

The minutes of the regular meeting held on June 24, 2026, Treasurer's Report, and Bills Paid were reviewed. Carleton made a motion to approve the Minutes, Treasurer's Report, and Bills Paid. Pellett seconded the motion, and it was approved.

Superintendents Report: Kurtis let the members know that the South Main Street work finish date has been pushed back from July 15th, 2026, to July 27th, 2026. Farrer moved to approve the superintendent report, Carleton seconded the motion and it was approved.

Water Operators Report: There was no report.

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

Old Business: no old business

New Business:

A. Approve VFD Quotes: Steve let the board know that the Exeter quote was just one individual set of parts for Well #1. Well #2 has already been completed. He also stated they would prefer to have a back up set on hand in case of any need for quick replacements. This would not be included in the original quote, however.

Rugar called the board into executive session to discuss personnel matters at 4:36 PM. Regular session reconvened at 4:49 PM.

MUNICIPAL AUTHORITY OF THE BOROUGH OF MANSFIELD

July 8, 2026

Page Two

A. (continued) The Martz quote provided is for the VFD setup and the Exeter quote is for the parts for the VFD. Carleton made a motion to approve the Martz quote of \$33,064.53 plus the cost of parts contingent on the parts be ordered through a Costar supplier. If the parts cannot be ordered through a Costar supplier it will go out to bid. Farrer seconded the motion and it was approved.

B. Approve Plant Camera Quotes: Farrer made a motion to approve Boss Security and Automation for the installation of security cameras at the Water Plant locations. Pellett seconded the motion and it was approved.

Correspondence: There was no correspondence.

Farrer motioned to adjourn the meeting at 4:56 PM.

Respectfully Submitted.

Karren Farrer
Secretary

The BOROUGH MANAGER'S REPORT

August 2026

A. ARLE Grant (Information)

Nothing further on this at this time.

B. Local Share Account (LSA) (Information)

No further information currently.

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

A proposal from Hunt Engineers to complete the feasibility study is included in your packet. Council approval is needed to move forward with this phase of the project.

I am also in the process of forming a project committee that will include representatives from the School District, the YMCA, PIP, and community members. Once the committee has been established, we will be able to begin the next steps required under the grant and move the feasibility study forward.

D. Board and Commissions (Information)

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

E. DEP Growing Greener Grant (Information)

The grant closeout paperwork has been completed, signed, and submitted. We anticipate receiving one final reimbursement payment, which will be used to pay the remaining invoices associated with this project.

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

I will be contacting Jimmie Joe next week to get moving on this.

G. Main Street Matters Program Grant (Information)

Melissa and I have met with DCED a couple of times in the past couple week on this. She has just issued an RFP for a Landscape Engineer.

H. CCA Street Dedication (Information)

I am waiting for Solicitor Loomis to get us the paperwork needed to move forward with this.

I. Christ Church (Action)

The public hearing will be held at the beginning of the council meeting. Once that is complete, council will vote on the amendment to the ordinance.

J. Final Friday Market (Information)

Our July booth featured small pools filled with water and rubber ducks, and it was a great success with the children. Due to the positive response, we will be bringing back the corn sensory activity next month, as it was also a favorite among the kids.

K. Permits (Information)

There has been one Food Truck Permit issued and one zoning permit issued.

L. Greater Mansfield Comprehensive Plan (Action)

A Resolution and Fund Commitment Letter are included in your packet for Council's consideration and approval.

The selected consultant for the project is RETTEW, with a total project cost of \$58,858.00. If awarded, the MAP Grant will provide \$29,429.00, and Tioga County will contribute \$14,714.50. The remaining \$14,714.50 will be shared among the four participating municipalities based on population, resulting in Mansfield Borough's share being **\$6,474.38**.

RETTEW also completed the Borough's previous Comprehensive Plan, which will provide valuable familiarity with the community and should help streamline the planning process.

M. I-99 Revised Road Lighting Agreement (Action)

Due to the designating SR 15 as Interstate 99, PennDOT will be assuming responsibility for the roadway lighting for the SR 6 and L.R. 1036 Section E60 Interchange. In the past, the Borough paid the lighting costs and submitted semiannual invoices to PennDOT for reimbursement of its share.

Approval of the enclosed agreement will transfer full responsibility for the roadway lighting costs to PennDOT, eliminating the need for the Borough to pay the bill and seek reimbursement.

N. PA Heart & Soul Bridge Loan Request (Action)

The Heart & Soul DCED grant is a reimbursement-based grant. Therefore, I am requesting approval to provide a bridge loan to the Heart & Soul account to cover eligible expenses upfront. Susan would then submit the expenses to DCED for reimbursement. Once the reimbursement is received, the funds would be returned to the borough.

The timeframe between submitting the reimbursement request to DCED and receiving the reimbursement is typically approximately two weeks. The total amount of the grant is \$25,000.

O. Pension MMO's (Action)

The annual police and administration pensions MMO's are in your packet for approval. The police amount is \$68,647 and the administrative is \$38,234.

P. Orebed Street Repairs (Action)

There are three quotes in your packet for the street repairs that need completed on Orebed Street. They are as follows:

1. Stuart Lisowski Excavating - \$23,999
2. Big Rock Construction - \$32,028
3. Solid Ground Services (SGS) - \$43,970

**Finance/Public Works Committee Meeting
August 5, 2026
3:00 PM, Council Meeting Room**

Members in Attendance

- Rob Fitzgerald
- Bob Strohecker
- Will Schlosser
- Cassie Cowles

Discussion Items

1. Arch Pipe

We discussed getting another section of the arch pipe scoped and a cost assessment for Cipp lining the arch pipe.

2. Wakefield Drainage

Discussion regarding having Jimmie Joe move forward with completing the Wakefield Terrace drainage.

3. 2027 Budget Prep

This has been started.

4. Extension Street

We discussed placing millings along the edge of Extension Street near the schools as a temporary fix.

5. ACT 13 Budget

The committee proposed a budget for the ACT 13 funds. The proposal is as follows:

Roads - \$40,401.88

Sidewalks - \$5,000

Streetscape - \$10,000

Salt Shed/Retaining Wall – \$30,000

Arch Pipe - \$20,000

Adjournment

The meeting concluded at 4:05 pm

**Public Safety Committee Meeting
August 5, 2026
4:05 pm, Council Meeting Room**

Members in Attendance

- Will Schlosser
- Karri Verno
- Mayor Kathy
- OIC Richard Kotch
- Cassie Cowles

Discussion Items

1. Arch Pipe

The committee discussed the cipp lining scope.

2. Flooding

Discussed the minor flooding a couple weeks back at the southern part of the Borough.

3. Emergency Siren

There was discussion on the continued need for the emergency siren that is located out behind the Borough building..

4. Saftey

The committee discussed the work that is being done to upgrade our safety standards.

5. K9 Dog

The committee discussed matters related to the police department K9.

6. E-Bikes/Scooters

There was discussion on the laws surrounding E-bikes and Scooters.

Adjournment

The meeting concluded at 5:00 pm