

MUNICIPAL AUTHORITY OF THE BOROUGH OF MANSFIELD

September 17, 2025

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The monthly meeting of the Municipal Authority of the Borough of Mansfield was held on Wednesday, September 17, 2025, in the Council Room of the Municipal Building, Mansfield, Pennsylvania with the following people present:

Vaughn Hoyt, Chairman
Chad Rupar, Vice-Chairman
Gerald Farrer, Secretary

Cassandra Cowles, Borough Manager
Kurtis Tice, Superintendent
Jackie Kurzejewski, Administrative Assistant/Secretary-Treasurer
Terra Koernig, Solicitor

Absent: Kevin Green, Assistant Secretary-Treasurer, Barbara Carleton, Treasurer

Visitors: John Holleran, 3780 Lambs Creek Road, Mansfield, PA 16933

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

Hoyt called for recognition of visitors: John Holleran of 3780 Lambs Creek Road attended to discuss the bill of Lewis Brill. A one-time bill reduction was approved at the last meeting and he was hoping to discuss full forgiveness as it is still a high-water bill. He proposed that the bill be fully forgiven in exchange for working with our operators to correctly fix the problem so that it does not happen again. He was told that the hydrant would only be at 80PSI, but to cover his bases he put in a 120PSI rated hydrant. He dug it four feet deep instead of the normal 2 feet and has the water shut off in fall while they are gone for the winter. He is concerned that the new hydrant he put in to replace the cracked one that caused the high-water bill will not be sufficient enough again. He wants to have the PSI double checked, suggested a pressure regulator be put in, and asked the board for suggestions. Kurtis informed Mr. Holleran that we are in the process of putting new meters into place within the near future that will be able to directly tell the owner through an application as soon as more water than normal is being used. He also voiced his concern about the lines not being thoroughly bled when they are shut off for the winter. The board agreed with Kurtis's suggestion that a meter pit with a control valve be put into place as well as a "T" fitting to allow the water to bleed off accurately during the shut off in fall. Steve is to look into the PSI and get us more information before moving forward.

Andrew Janelli, the new water hire, attended to introduce himself to the board and just gave a little background about himself. He is from Wellsboro, PA and attend Mansfield University where he studied Environmental Science. He worked in labs during his studies as well as in the field and is excited to get started. Steve discussed with him work at the water plant, and his background in lab work will be extremely beneficial for us.

The minutes of the regular meeting held on August 20, 2025, the Treasurer's Report and Bills Paid Report, were reviewed. Farrer made a motion to approve the minutes, Treasurer's Report, and Bills Paid Report. Rupar seconded the motion, and it was approved.

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Managers' Report: this was included in the packet. Rugar wanted to know who would be included in the New Water Service Possibility section of the report. Cassie let him know that the Dodge garage and Tetra have shown interest and we are looking to Jimmie Joe for advice on feasibility. Kurtis wanted to let the board know that SRBC is helping narrow down a hydrogeologist from the twelve we are looking at. This is on-going, but we should have an answer soon.

Operators Report: this was included in the packet.

Old Business: there was no old business

New Business:

- A. Rugar made a motion to approve Andrew Janelli as the New Water Employee. Farrer seconded the motion and it was approved.
- B. Farrer motioned to accept the Audit Engagement Letter. Rugar seconded the motion and it was approved.

Correspondence: There was no correspondence.

Hoyt called the board into executive session to discuss legal and personnel matters at 10:25 AM. Regular session reconvened at 11:36 AM.

Farrer motioned to adjourn the meeting at 11:36 AM.

Respectfully Submitted,



Gerald Farrer, Secretary