



Mars Borough

Council Meeting Agenda: **April 3, 2017**

7:00 - Call to order with the Pledge of Allegiance.

Elected Officials Attendance <small>x indicates present</small>				
Name	Office/Committee		Name	Office/Committee
Rob Bost	<i>Vice President</i> Administration & Finance Public Safety & Human Resources		Brad Price	Administration & Finance
Chris Clutter	Public Safety & Human Resources		Julie Schultheis	Administration & Finance
Mike Fleming	<i>President</i> Public Works		Doug Weinrich	Public Safety & Human Resources Public Works
Rick Foster	<i>Chairman Pro Tem</i> Public Works		Gregg Hartung	Mayor

Employee/Provider Attendance <small>x indicates present</small>				
Name	Position		Name	Position
Ed Dorsey	Public Works Foreman		Bonnie Forsythe	Secretary/Treasurer
Greg Szypulski	Public Works		Chris Reese	Solicitor
Jim Louis	Public Works		Kevin Radford	Police Chief
Nathan Sergent	Public Works			
Richard Mannas	Code Enforcement			

Visitors			
Name	Topic	Resolution	
	Motion	First	Second Action

Executive Session Needed?	
Yes/No	Requested By
Yes	Chris Clutter

Correspondence			
Name	Topic	Resolution	
Caleb Forsythe	Letter of Resignation		
	Motion	First	Second Action

Minutes				
Minutes of:	Additions/Corrections/Motion	First	Second	Action

Mayor: Gregg Hartung				
Report		Discussion/Follow-Up		
Mars New Year Update				
Referendum on the Ballot				
Letter to Residents about Referendum after MNY				
July 4 th Sponsors Letter after Easter				
July 4 th Planning				
Revitalization Update				
County plans for Infrastructure Bank				
Motion		First	Second	Action

Solicitor: Chris Reese				
Report		Discussion/Follow-Up		
Motion		First	Second	Action

Council President: Mike Fleming				
Report		Discussion/Follow-Up		
Motion		First	Second	Action

Secretary: Bonnie Forsythe				
Report		Discussion/Follow-Up		
Motion		First	Second	Action

Administration & Finance Committee: Bost, Price, Schultheis					
Main Office	Budget	Monthly Bills	Water Billing	Parks & Special Events	Public Relations
Report			Discussion/Follow-Up		
New color copier/scanner/printer/fax machine ordered.			Contract to be signed by Fleming.		
New office furniture.					
We will start using back of water bills for Borough announcements.			(See example.)		
We are not renewing our bulk mail permit.					
Bonnie Forsythe discovered unauthorized charges made to our credit card. Credit Card company has been alerted, charges are being disputed, and old card has been deactivated and is being replaced.					
Applying for P-Card (PLGIT Procurement Card) to replace existing credit cards. (See draft of Resolution 22.)					
Brad Price is reviewing PLGIT accounts.					
Some water customers have asked to pay via credit card over the phone or in the office. Committee decided against this, as it adds an extra layer of work (and liability) for office staff.					
Old office computers: one is "dead;" second is being rehabbed for PW department. Considering a Chromebook to be purchased for use in Council Meeting room during meetings.					
Reducing Borough paper usage and waste was discussed. We are exploring ways of containing this.					
Motion			First	Second	Action
Ricoh Contract					
Motion to Adopt Resolution 22.					
Motion to Pay bills in the amount of \$47,487.92.					

Public Works: Foster, Fleming, Weinrich						
Streets	Beaver Street Project	Water System	Equipment	Buildings	Field/Park Maintenance	Vehicles
Report				Discussion/Follow-Up		
Mr. John Rental Agreement. (Recurring charge of \$116 every 4 weeks (same as last year). Additional \$50 first bill to "stake" units and for transportation.)				Contract to be signed by Fleming.		
Borough Parking.						
Motion				First	Second	Action
Mr. John Contract						

Public Safety & Human Resources: Clutter, Weinrich, Bost					
Police	Code Enforcement	Pensions	Payroll	Human Resources	
Report			Discussion/Follow-Up		
Hiring of PT Secretary.					
Borough Parking.					
Traffic flow behind bank, proposed by Chief Radford.					
Computer for police – moving around money to pay for one laptop.					
Resignation of Caleb Forsythe (see Correspondence).					
Motion			First	Second	Action

Closing Actions			
Motion	First	Second	Action
To go into executive session			
To come out of executive session			
Items discussion in Executive Session:			
To Adjourn			

Submitted by

Reports Filed	
Report	Date
Bills for Payment	
Police Chief	
Public Works Foreman	
Code Enforcement	
Administration Committee	
Public Works Committee	
Finance Committee	