



Mars Borough

Council Meeting Minutes: *January 9, 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
x	Rob Bost	<i>Vice President</i> Administration & Finance Public Safety & Human Resources	x	Brad Price	Administration & Finance
x	Chris Clutter	Public Safety & Human Resources	x	Julie Schultheis	Administration & Finance
	Mike Fleming	<i>President</i> Public Works		Doug Weinrich	Public Safety & Human Resources Public Works
x	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	x	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
No	

Correspondence		
Name	Topic	Resolution
Coverall	Quote for cleaning	Administration Committee to review.
Eric Meyer of Whitman, Requardt & Associates	SR 228 Mars Railroad Bridge West Expansion (mayor wanted everyone to have a copy)	For informational purposes.
Sally Dunbar (website contact form)	Inquired about Street Banners honoring Veterans as seen in other towns (Butler, Evans City)	Mayor has said he will follow up with Public Works Committee.

		Foster brought up that this was previously looked at but there was an issue with how to hang the banners.
Steve Bicehouse, Butler County Director of Emergency Services	Public Safety Radio System Replacement	For informational purposes.
Gary Peaco, Adams Twp. Code Enforcement Officer	Notice of Adams Twp. Zoning Hearing regarding 124 Reservoir Road for additional setback	For informational purposes.
John Munsch, PennPower	Copy of Petition for Extension of Time of Pennsylvania Power Company	For informational purposes.
Mars Historical Society	Newsletter	For informational purposes.
David Davis Communications	Introductory letter	For informational purposes.
Motion		First Second Action
Minutes		
Minutes of:	Additions/Corrections/Motion	First Second Action
December 5, 2016	Motion to pass minutes	Price Clutter Passed

Mayor: Gregg Hartung			
Report		Discussion/Follow-Up	
Three articles/publicity pieces from the Mayor.			
Motion		First	Second Action

Solicitor: Chris Reese			
Report		Discussion/Follow-Up	
How much time would it take PMRS to amend agreement?		Council would vote via ordinance, then they would vote at their next meeting (possibly in March or May).	
Motion		First	Second Action

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

Secretary: Bonnie Forsythe			
Report		Discussion/Follow-Up	
Question: Office cleaning?		Administration Committee to review.	
Ads placed for PT Secretary		Ads to be placed and interviews scheduled.	
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		
2017 Budget			Was approved December 19, 2016. Needs to be adopted. Ad wasn't published until 01/09/2017, so we need to advertise again for the budget to be passed at February Meeting.		
Motion			First	Second	Action

Public Works: Foster, Fleming, Weinrich					
Streets	Beaver Street Project	Water System	Equipment	Buildings	Field/Park Maintenance Vehicles
Report			Discussion/Follow-Up		
Unifirst issue.			Document deficiencies. Start process to give them 60 days to correct.		
Christmas Trees Disposal			If any are dropped off Schultheis will come and take them to burn at her property.		
Motion			First	Second	Action
Motion to pay bills in the amount of: \$27,099.43.			Price	Foster	Passed

Public Safety & Human Resources: Clutter, Weinrich, Bost					
Police	Code Enforcement	Pensions	Payroll	Human Resources	
Report			Discussion/Follow-Up		
Adoption of Borough Overtime Policy & Procedure		Concern over holiday pay and holiday pay policy was discussed. Foster proposed that for holidays the employee who is paid the least should work the holiday if necessary. Reese will review holiday pay regulations for municipal employees. This matter was tabled.			
Holiday Pay					
Pennsylvania Labor Relations Board Notice			For informational purposes.		
Motion			First	Second	Action

BOROUGH RESOLUTIONS – 2017				
	Resolution	First	Second	Action
1	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of the firm Lope, Casker and Casker with Christopher Reese as principal attorney, as Solicitor for the Borough of Mars for 2017.	Clutter	Schultheis	Passed
2	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of the firm Hosack, Specht, Meutzel and Wood, LLP, as auditor for the 2017 Borough audit and to provide other necessary accounting services.	Clutter	Schultheis	Passed
3	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of Richard Mannas to the part-time position of Zoning and Code Enforcement Officer for the Borough of Mars for 2017.	Foster	Price	Passed

4	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of Professional Code Services to the position of Building Inspector for the Borough of Mars for 2017.	Foster	Schultheis	Passed
5	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of KLH Engineers to the position of Consulting Engineer for the Borough of Mars for 2017.	Clutter	Price	Passed
6	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, establishing The Butler Eagle as the official newspaper of the Borough of Mars for the purpose of all legal notifications in 2017.	Clutter	Price	Passed
7	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of the Mars National Bank, Mars, Butler County, PA as the depository for the Borough accounts for 2017.	Clutter	Price	Passed
8	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of Pennsylvania Local Government Investment Trust (PLGIT) as the depository for the Borough's money market and investment accounts for 2017.	Schultheis	Price	Passed
9	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of Pennsylvania Municipal Retirement Services (PMRS) as the depository for Uniform and Non-Uniform Pension Plans for Borough employees for 2017.	Foster	Schultheis	Passed
10	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of the Bradford Price to be the Chief Administrator for the Borough of Mars Police Pension Fund and Non-Uniform Pension Fund.	Clutter	Foster	Passed
11	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of Council President G. Michael Fleming and Council Vice President Robert F. Bost Jr. as authorized signatories on all Mars Borough checking accounts.	Schultheis	Foster	Passed
12	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of Kevin Radford to the position of Chief of Police for the Borough of Mars for 2017.	Motion to table by Schultheis	Second to table by Clutter	Motion to table Passed
13	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of Part Time Police Officers for the Borough of Mars for 2017.	Price	Foster	Passed
14	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of Edward Dorsey to the position of Foreman of the Public Works Department of the Borough of Mars.	Foster	Schultheis	Passed
15	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of Greg Szyplski, James Louis, and Nathan Sergeant to the Public Works Department of the Borough of Mars for 2017.	Foster	Schultheis	Passed
16	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the appointment of Bonnie Forsythe as Secretary/Treasurer for the Borough of Mars for 2017.	Schultheis	Price	Passed

17	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, providing for the establishment of a per card commission and penalty for delinquent taxes for the Borough of Mars for 2017.	Motion to table by Clutter	Second to table by Price	Tabled
18	A Resolution of the Borough of Mars, County of Butler, Pennsylvania, establishing a schedule of water rates to charge consumers of water supplied by the Borough.	Price	Schultheis	Passed
19	A Resolution of the Borough of Mars, County of Butler, Pennsylvania, establishing rates for Water and Municipal No-Lien Letters supplied by the Borough or Elected Tax Collector.	Schultheis	Clutter	Passed
20	A resolution of the council of the Borough of Mars, Butler County, Pennsylvania, providing for the duties and pay rate for the water treatment plant monitor.	Clutter	Schultheis	Passed
21	A Resolution of the Council of the Borough of Mars, Butler County, Pennsylvania, to recognize and work with the Mars Area Business Association, Mars Historical Society, Butler County Tourism and Mars Area School District; in collaboration with NASA (National Aeronautics and Space Administration) and other interested parties/organizations/businesses, for the purpose of holding a Martian New Year's Celebration in the Borough of Mars in 2017.	Price	Foster	Passed

Closing Actions			
Motion	First	Second	Action
To go into executive session	n/a	n/a	n/a
To come out of executive session	n/a	n/a	n/a
Items discussion in Executive Session: n/a			
To Adjourn	Clutter	Price	Passed

Submitted by

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