



Mars Borough

Meeting Minutes: **February 6, 2017**

7:10 PM – 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	x	Brad Price	Administration & Finance
x	Chris Clutter	Public Safety & Human Resources	x	Julie Schultheis	Administration & Finance
x	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	x	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	x	Chris Reese	Solicitor
	Jim Louis	Public Works		Kevin Radford	Police Chief
	Nathan Sergent	Public Works			
	Richard Mannas	Code Enforcement			

Visitors			
Name	Topic	Resolution	
Colleen Stephens	Attended on behalf of Representative Metcalf, state related issue.	Observed meeting.	
	Motion	First	Second Action

Executive Session Needed?	
Yes/No	Requested By
Yes	Mayor Gregg Hartung

Correspondence		
Name	Topic	Resolution
Armstrong	Rate Adjustment for surrounding community.	For informational purposes.

PA Public Utility Commission	Approval of Extension for PA Power Company's permit to install Fiber Optic Cable.	For informational purposes.		
St. Paul & St. Francis Churches	Donation recognition letter regarding \$50 donation from March 14, 2016.	For informational purposes.		
Mars National Bank	\$150 donation toward Christmas decorations in Mars.	For informational purposes.		
Butler County Boroughs Association	Invitation to meeting on March 16, 2017 at Mac's Café. Detective Timothy Fennel will be speaking on the "Drug Crisis" in Butler County.	For informational purposes.		
Motion		First	Second	Action

Minutes				
Minutes of:	Additions/Corrections/Motion	First	Second	Action
January 9, 2017	Motion to enter the minutes as presented.	Schultheis	Foster	Passed

Mayor: Gregg Hartung			
Report	Discussion/Follow-Up		
Mars New Year security update.	Chief Radford contacted Homeland Security and detailed Mars New Year activities. They will monitor Internet "chatter." NASA grateful for added layer of security.		
Mars New Year general update.	NASA is bringing double what they brought the first year. Event will encompass entire town. Two stages. Possible 5k race on Saturday morning.		
Area police recognition luncheon to be held 02/08/2017.			
Opioid/Drugs in Mars.	First opioid fatality in Mars Borough Last week.		
Mars Revitalization update.	Funding updates have been pushed back. Colleen from Rep. Metcalf's office will report back in two weeks.		
Mars Revitalization information on website.	Mayor Hartung is pulling together information to be added to website.		
SBA to work with Mars small businesses.	Meeting to be held in March to discuss how the SBA can assist Mars businesses to take advantage of Mars New Year.		
Independence (July 4 th) Day Celebration	Jen Fleming is "on board" to work on event.		
Motion	First	Second	Action

Solicitor: Chris Reese			
Report		Discussion/Follow-Up	
Liquor Control Board Referendum	3 Week period to get petition signed (February 14 – March 7) 20% of votes for highest office elected during the last election (187+ signatures). Must be a registered voter to solicit signatures. Need 25% of 683 = 171.		
Motion		First	Second

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

Secretary: Bonnie Forsythe			
Report		Discussion/Follow-Up	
Liquid Fuels Reconciliation. (See: "Actual Use Report of State Funds")			
Financial Interests Forms		Please fill out and return by May 1, 2017.	
Motion		First	Second

Administration & Finance Committee: Bost, Price, Schultheis						
Main Office	Budget	Monthly Bills	Water Billing	Parks & Special Events	Public Relations	
Report				Discussion/Follow-Up		
Proposed revisions to Overtime Policy			Clutter, Schultheis, & Price met to review OT policy. Recommending that OT is approved by two council members. (May need to be compared to Collective Bargaining Agreement for Uniform Employees.)			
Pittsburgh Street & Route 228 Intersection			Meeting PennDOT, Mike Harvey, and several others to discuss/clarify Route 228 and Pittsburgh Street sidewalks and bike path.			
Office Copier – Rob will present information to Committee.			Committee will review information.			
Cleaning Services			Council reviewed proposed contract and agreed to enter into contract w/ a review after 90 days to see if every other week is a good frequency for cleaning to occur.			
Tax Commission Rate for 2018.			Change per card rate for 2018 to \$4.00.			
Motion				First	Second	Action
Motion to Adopt revision to Overtime Policy (as attached) with revision to Comp Time statement (it is not legal).				Price	Schultheis	Passed
Motion to enter into contract w/ Commercial Cleaning Services, for cleaning to occur every other week, and for a review of frequency after 90 days.				Schultheis	Foster	Passed
Motion to Adopt 2017 Budget				Foster	Price	Passed
Motion to Pay Bills in the amount of \$34,490.78.				Schultheis	Price	Passed
Motion to Approve Resolution 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.				Schultheis	Foster	Passed

Motion to Approve Resolution 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.	Foster	Schultheis	Passed (4 in favor, 1 opposed)
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Public Works: Foster, Fleming, Weinrich				
Streets	Beaver Street Project	Water System	Equipment Buildings	Field/Park Maintenance Vehicles
Report		Discussion/Follow-Up		
Water Plant Pump Repair		Consider budgeting for new (spare) pump in 2018.		
Water Line on Lincoln		Leased excavator may speed up process. May need to purchase additional road plate.		
Motion		First	Second	Action

Public Safety & Human Resources: Clutter, Weinrich, Bost				
Police	Code Enforcement	Pensions	Payroll	Human Resources
Report		Discussion/Follow-Up		
Update on Part Time Secretary Interviews & Job Offers		Ad to be revised.		
Motion		First	Second	Action

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

Submitted by

Reports Filed	
Report	Date
Bills for Payment	February 6, 2017
Police Chief	
Public Works Foreman	December 2016 Report
Code Enforcement	
Administration Committee	
Public Works Committee	
Finance Committee	