



Mars Borough

Council Meeting Minutes: **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	x	Brad Price	Administration & Finance	
x	Chris Clutter	Public Safety & Human Resources	Julie Schultheis	Administration & Finance	
x	Mike Fleming	<i>President</i> Public Works	x	Doug Weinrich	Public Safety & Human Resources Public Works
	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	
Jason & Linda Young	Drainage Issue at 830 Hazel Avenue, Mars, PA	Fleming discussed multiple options with residents. Weinrich to visit property and report back on situation.	
Motion		First	Second Action

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

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

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

Mayor: Gregg Hartung				
Report		Discussion/Follow-Up		
Mars New Year Update	3 Billboards & sign by 7-Eleven, 2 banners to go across the street, yard signs, website is getting a lot of traffic, signs are being given to businesses. Approximately 100 tickets sold for dinner. 200 tickets available. (Mayor gave away 2 tickets to Chris Clutter whose name was randomly pulled from a hat.) NASA exhibits, food vendors, robotic clubs, kids zone by post office (fenced in area). Rover in open bay of building next to Post Office. BeerFest in Library parking lot. Working on private insurance to cover everything. Butler County Tourism said they'd pay for fireworks – two companies bidding on project. 12 port-a-johns.			
Referendum on the Ballot	Only one referendum was necessary. Second will allow for sale of liquor at public venues such as a stadium.			
Letter to Residents about Referendum after MNY	Informational letter.			
July 4 th Sponsors Letter after Easter	Letter to go out to sponsors.			
July 4 th Planning	Mayor got fireworks for the same amount as last year (\$9975). To start after Easter.			
Revitalization Update	Architecture Masters student to do renderings of what storefronts could look like with revitalization efforts.			
Channel 11 "Talking Pittsburgh" spot about Mars New Year	Interview focused on Meet the Mars Challenge. Another will happen in next few weeks.			
Motion		First	Second	Action

Solicitor: Chris Reese				
Report		Discussion/Follow-Up		
Ordinance to amend Mandatory Retirement Age.	Ordinance 439 to amend Ordinance 438 regarding mandatory retirement age. Borough cannot have a mandatory retirement age for non-uniform employees, so the Ordinance amends the previous Ordinance to apply to only uniform employees.			
PT Police CBA Vote took place and everything was approved.	Vote took place and everything was approved.			
Excerpt from Commonwealth v. Moran for reference.	For reference purposes.			
Weinrich asked if Council could state they'll be reviewing Ordinances and code should referendum pass.	Reese will look into it.			
Motion		First	Second	Action
Motion to pass Ordinance 439 to amend Ordinance 438.		Weinrich	Clutter	Passed

Council President: Mike Fleming				
Report		Discussion/Follow-Up		
Letter by Brad Price to Adams Township Supervisors.	Fleming had no issue with content of letter. His issue exists with letter being on Borough letterhead and it looking like an official action of Council. Weinrich recommended that letterhead be used for "official action" in the future.			
Motion		First	Second	Action

Secretary: Bonnie Forsythe			
Report		Discussion/Follow-Up	
First Quarter Budget		Fleming requested first quarter budget summary that looks like budget spreadsheet.	
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		
New color copier/scanner/printer/fax machine ordered.			Contract signed by Fleming.		
New office furniture.			Search is ongoing.		
We will start using back of water bills for Borough announcements.			Example provided.		
We are not renewing our bulk mail permit.			Will be less expensive to use postcard stamps. A savings of approximately 20% over the year.		
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.			Credit Card company investigation is ongoing and Council will be updated as information becomes available.		
Applying for P-Card (PLGIT Procurement Card) to replace existing credit cards. (See draft of Resolution 22.)			Resolution 22 passed.		
Brad Price is reviewing PLGIT accounts.			Price doesn't believe it's worth moving investments.		
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 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.			Fleming and Weinrich agreed that a Chromebook is a good idea.		
Reducing Borough paper usage and waste was discussed.			Ways of containing this are being explored.		
Joanna Aloise approached Price in Mars Brew House regarding Lincoln Avenue paving.			Fleming has contacted her but had to leave message with his personal phone number. Price will contact her as well.		
Softball field update.			Schultheis & Mayor to attend opening day. Dedication of field on opening day.		
Motion			First	Second	Action
Motion to Adopt Resolution 22 with discussed changes.			Weinrich	Price	Passed
Motion to Pay bills in the amount of \$47,487.92.			Weinrich	Price	Passed

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 signed by Fleming.		
Possibility of demo-ing restrooms at Marburger Field.				Doubtful restrooms will be reopened.		
Public Works is preparing for work on Lincoln Avenue.				Pipeline purchased. Exploring options for equipment. Need for seasonal workers (summer helper, operator).		
Water Plant				Still looking at whether water plant can be paid off this year so that money can be made available for equipment.		
Motion				First	Second	Action

Public Safety & Human Resources: Clutter, Weinrich, Bost			
Police	Code Enforcement	Pensions	Payroll Human Resources
Report		Discussion/Follow-Up	
Hiring of PT Secretary.		Job has been offered to her and she has accepted but needs one month before she can start because she's retiring from the FBI.	
Borough Parking.		Weinrich will examine parking throughout the Borough.	
Traffic flow behind bank, proposed by Chief Radford.			
Computer for police – moving around money to pay for one laptop.		911 laptop died and needs replaced. General consensus was to get it ASAP.	
Resignation of Caleb Forsythe (see Correspondence).			
Hiring of new PT Officers		Recommendations by existing officers. Several applications have been submitted & the Mayor and Chief will review them. Possibility of approaching previous officers coming back for special events.	
CBA		May need to redefine one position to help with special events only.	
Motion		First	Second Action
Motion to hire Patricia Madaffari as Part Time Secretary.		Clutter	Weinrich Passed

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

Submitted by

Reports Filed	
Report	Date
Bills for Payment	04/03/2017
Police Chief	
Public Works Foreman	
Code Enforcement	
Administration Committee	
Public Works Committee	
Finance Committee	