



# Mars Borough

## Council Meeting Agenda: *July 10, 2017*

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

Elected Officials Attendance x indicates present					
	Name	Office/Committee		Name	Office/Committee
x	Rob Bost	Vice President 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	President Public Works	x	Doug Weinrich	Public Safety & Human Resources Public Works
	Rick Foster	Chairman Pro Tem Public Works	x	Gregg Hartung	Mayor

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

Visitors				
Name	Topic	Resolution		
Robert Pernice	Soil erosion and "dilapidated" fence at the back of his property (1027 Norton Drive). Received a letter from Code Enforcement Officer stating he would be fined for throwing tree cuttings onto Borough property.	Fleming will look at situation with Pernice to access the situation. Fleming made it clear there may be some cost to cleaning everything up.		
Joshua Zimmerman	Street Closure for Pop-Up Dinner 08/24/2017. Mars Bank needs to see proof the Borough approves (similar to special event Resolution used for Mars New Year).	Needs 51% of property owners approval to shut down street. Special Events Resolution. Letter to LCB.		
Fritz Baehr	Former Council President in attendance to observe.			
Jane Dunn	Question regarding Liquor being served in Mars, especially on Grand Avenue.	Fleming highlighted the first steps that the Borough has taken to amend zoning requirements.		
Frank Haustovich	Petition to Keep Library in Mars. Questions regarding decision making process taken by Library Board and Adams Township.	Discussion occurred, including the need to establish communication with Library Board and other communities served by the Library.		
Gail Carpenter	NeighborhoodDrugWatch.com: Focused on resources and education on opioid drug problem. Would like cooperation from Borough.	Possible reciprocation of website links. Facebook page. Signs are available to deter drug related activity.		
Karen Dwyer	Still looking for a property for a Community Garden. Also asked about shields/guards for light right by her house that's "blinding."	Suggestions: Historical Society "triangle" and Woodland Valley "lawn." First Energy needs to address the light.		
Motion		First	Second	Action
Motion to (1) adopt Resolution #28 in support of the Artisan Dinner on Mars Dinner; (2) to have Mayor Hartung draft & send a letter to the LCB in support of the event; and (3) to approve the closing of the one-way portion		Weinrich	Clutter	Passed

of Pittsburgh Street at 4:00 PM on August 24, 2017, contingent upon the approval of 51% of affected property owners/occupants.			
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Executive Session Needed?	
Yes/No	Requested By
Yes	Rob Bost

Correspondence			
Name	Topic	Resolution	
Curley Adjustment Bureau	Slip & Fall Incident Update		
	Motion	First	Second
			Action

Minutes				
Minutes of:	Additions/Corrections/Motion	First	Second	Action
June 5, 2017	Motion to approve minutes as presented.	Weinrich	Price	Passed

Mayor: Gregg Hartung				
Report			Discussion/Follow-Up	
Met with Planning Committee for taking town from Dry to Wet.				
Need for a resolution to apply for Façade funds from PA DCED.				
ARCAP(?) submission, working w/ Senator's Hutchison's office.				
Example of another community going Dry to Wet: it appears as though Zelienople is going the revitalization route to obtain a new license from LCB.				
Andrew Grove made presentation on his Façade Study.				
Met w/ CT Consulting. Haven't delivered the termination letter; waiting on them to deliver something before delivering it.				
July 4 <sup>th</sup> Celebration went very well. Parade went well and fireworks were exceptional.				
Received first check for Mars New Year 2019.				
Update on Police: All officers passed training; Stop sign report; Officer Lutz is still looking for Curfew update proposal.			Stop Sign Report needs to be reviewed.	
Resident was bitten by a raccoon. Another raccoon was shot in someone's driveway. Police Chief shot a couple raccoons near park.				
Break-in at Mamma's Place (maybe a second break-in), and possible attempt at Brew House.				
Three "flexible" overnight shifts of Police this month.				
See Mayor's Report, attached, for more.				
	Motion	First	Second	
			Action	
Motion to adopt Resolution #27, to file a proposal for Façade funds with the PA DCED in the amount of \$50,000 for the implementation of a façade improvements program within the Borough of Mars.		Weinrich	Schultheis	Passed

Solicitor: Chris Reese				
Report		Discussion/Follow-Up		
Conciliation draft (settlement agreement) stating they would not be pursuing any violation if signed, regarding mandatory retirement age. Recommended signing draft so as not to drag out the process any longer. Borough as already completed first demand (amending ordinance) and second is the Solicitor shall prepare a presentation to Council & Mayor explaining requirements of the ADEA pertaining to mandatory retirement age and pensions.				
Sent info on Zoning issues.				
Sent letter to Mars Bank regarding Borough's tax-exempt status.				
	Motion	First	Second	
			Action	
Motion to approve conciliation agreement (EEOC) regarding mandatory retirement age.		Bost	Weinrich	Passed

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

<b>Secretary: Bonnie Forsythe</b>				
Report		Discussion/Follow-Up		
Auditors were in June 30 <sup>th</sup> , & July 5 <sup>th</sup> – 7 <sup>th</sup> . They made comments that the accounting software isn't giving them the information they need and it may be worth examining other options.		Price & Fleming would like Auditors to brief Council before Journal Entries on the General Ledger are made to clean up old entries.		
Quarterly Budget Update for Council's information.				
Motion		First	Second	Action

<b>Administration &amp; Finance Committee: Bost, Price, Schultheis</b>					
Main Office	Budget	Monthly Bills	Water Billing	Parks & Special Events	Public Relations
Report			Discussion/Follow-Up		
Searching for new IT person.			Looking for new IT person/company. Price presented a resume.		
OT Policy Update: All Administrative and Public Works Employees have signed and returned the OT Policy Update letter.					
Motion			First	Second	Action
Motion to Pay bills in the amount of \$57,254.01.			Weinrich	Schultheis	Passed

<b>Public Works: Foster, Fleming, Weinrich</b>						
Streets	Beaver Street Project	Water System	Equipment	Buildings	Field/Park Maintenance	Vehicles
Report				Discussion/Follow-Up		
Use of Mars National Bank to finance equipment purchase.				Waiting to find out if loan would have a fixed monthly payment or be recalculated each month based on principle amount.		
Opening of Lincoln Paving Bids. Weist Paving Bid: \$51,043.46. Shields Paving Bid: \$56,946.34				Weist Paving is low bid. Fleming motioned to accept their bid.		
Pittsburgh Street "situation." PennDOT finally responded to information presented by the Borough.				Legal determination found that the Borough is not financially responsible. Borough is to respond as to how to handle the section of water line.		
Motion				First	Second	Action
Motion to accept Weist Paving Bid in the amount of \$51,043.46.				Fleming	Bost	Passed
Motion to obtain financing for equipment purchase from bank of choice, Mars Bank, in the amount of \$78,000.00 for a term of five (5) years, with signers Council President G. Michael Fleming and Council Vice President Robert Bost, Jr.				Weinrich	Price	Passed

<b>Public Safety &amp; Human Resources: Clutter, Weinrich, Bost</b>					
Police	Code Enforcement	Pensions	Payroll	Human Resources	
Report			Discussion/Follow-Up		
Need for two Planning Commission members to be appointed.			Need to advertise for new members.		
Agreement with Adams Area Fire District for Fire Department Coverage.			Discussion occurred. Adams Area Fire is to come back with more information, possibly at next Public Safety Meeting. Fleming would like to see a draft of the contract.		

Hiring resolution for new officers.			
Motion	First	Second	Action
Motion to adopt Resolution #26 to hire PT Officer Andra Schmid and rehire PT Officer Beau Sneddon.	Weinrich	Bost	Passed

Closing Actions			
Motion	First	Second	Action
To go into executive session	Bost	Price	Passed
To come out of executive session	Bost	Price	Passed
Items discussion in Executive Session: PT Police Contract, Payroll Issues			
To Adjourn	Bost	Price	Passed

Submitted by

Reports Filed	
Report	Date
Bills for Payment	07/10/2017
Police Chief	May 2017
Public Works Foreman	May 2017
Code Enforcement	June 2017
Administration Committee	
Public Works Committee	
Finance Committee	
Quarterly Budget Update	07/10/2017