



Mars Borough

Council Meeting Minutes: *November 7, 2016*

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
	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 Team</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	
	Motion	First	Second Action

Executive Session Needed?	
Yes/No	Requested By
Yes	Brad Price

Correspondence			
Name	Topic	Resolution	
Daryl Metcalfe	Acknowledgement of Volunteer Legislative Assistants attending previous meeting and issues they presented to him that were mentioned.		
Mars Area Elementary School	Letters thanking Council & Police Chief for coordinating & sponsoring "Officer Phil" program.		
Richard Mangel, Applefest	Thank you to Mayor & Borough staff for support and help during Applefest.		
Chris Reese	Email regarding appropriate timing of legal ads to be placed for budget & regular meetings.		
David Wellington	Resignation Letter		
	Motion	First	Second Action

Minutes				
Minutes of:	Additions/Corrections/Motion	First	Second	Action
October 3, 2016	Correction: Label to be changed to "Minutes"	--	--	--
	Motion to Approve (with correction)	Bost	Schultheis	Passed

Mayor: Gregg Hartung			
Report	Discussion/Follow-Up		
Mayor attended library meeting @ Adams Township on 10/04/2016 Application for grant to build and move to a new location in Adams Twp., due to a parking issue & existing building limitations. DCED Proposal submitted/resolution on 10/07/2016	What determines how much the Borough gives to Library? What will happen to existing building?		
Revitalization update	Continued inquires on attracting businesses to Mars. Mayor paid to have Tourism Board promote Mars online. Tourism Board is putting in \$22,500 toward Mars New Year.		
Mars New Year update	KROL Public Relations – created "elevator" speech to promote Mars New Year. School district & other schools participating. Robotics. Contributions from businesses participating.		
Halloween Police Coverage (parade cancelled, 6-8pm Trick-or-Treat)	Parade cancelled due to weather. Kiwanis set up at Library w/ limited participation. Q: how many trick-or-treaters were out? Are two hours warranted? Some had only a few, Mayor had around 400. Crossway Church had event in park. Methodist Church had a trunk-or-treat.		
Police Dept. Toys-for-Tots Collection through 12/01/2016			
Metcalf Office connecting us with PennDOT about walk/bike crossing at Pittsburgh/228 Intersection	Trail system? Elevated crossing?		
Mars Area Business Association update			
Veterans Day recognition at the Bell 4:30pm	Last year we did recognition at Bell. Mayor received green lights. Suggested giving them to some local businesses for people to pick up free lights.		
	First	Second	Action

Solicitor: Chris Reese			
Report	Discussion/Follow-Up		
Letter about Comp Time	Clarification in letter regarding Comp Time. Letter from Chris to be posted at Time Clock.		
Tax Collector Commission	Can be adjusted anytime between Feb. 15		
	First	Second	Action

Council President: Mike Fleming			
Report	Discussion/Follow-Up		
Discussion regarding Health Insurance.	Discussion he had with Tom Bundy. (See Administration section for more detail.)		
	First	Second	Action

Secretary: Bonnie Forsythe			
Report	Discussion/Follow-Up		
Resolution (#31) necessary for Bonnie to access local tax information. (Resolution provided by Berkheimer.)			
Clarification for Employees – No legal issue with switching time worked on Veterans Day to Friday after Thanksgiving.	See above.		
2015 Audit Status – we have not received our Audit Information and have received notification from PA DCED that it was due 04/01/2016. Need to clear up why we haven't received our audit information yet, and get this issue fixed. (Notice included in Correspondence Packet.)	Mike will come to office and call Audit firm to get clarification on why we haven't received the information.		
Motion	First	Second	Action
To approve Resolution #31	Clutter	Foster	Passed

Administration & Finance Committee: Bost, Price, Schultheis						
Main Office	Budget	Monthly Bills	Water Billing	Parks & Special Events	Public Relations	
Report				Discussion/Follow-Up		
Resolution (#32) DCED Resolution for Mars Revitalization						
Ongoing discussion on Permit Fees (Borough passes on Professional Code Services (PCS) charges but does not charge fees for Borough.)						
Insurance Renewals – EMC (property, liability, auto, umbrella, etc.) – UPMC (health)				EMC review. Isolated workers' comp coverage fee for Adams Twp./Seven Fields/ Mars/Valencia Borough of \$1,616. (Mod-factor: ___) Bills to be sent to Adams Twp./Seven Fields/Valencia Borough.		
				UPMC review. Decision: EPO plan, for 12 months.		
Notice of Estimated Allocation: Municipal Liquid Fuels and Turnback – \$53,174.50						
2017 Budget Discussion						
Motion				First	Second	Action
To approve Resolution #32				Via Phone	Via Phone	Passed
Renew medical coverage, changing from PPO plan to EPO plan which requires participants to stay within network. \$2618.61 (1.5% reduction in overall cost from last 12 months).				Price	Schultheis	Passed

Public Works: Foster, Fleming, Weinrich						
Streets	Beaver Street Project	Water System	Equipment	Buildings	Field/Park Maintenance	Vehicles
Report				Discussion/Follow-Up		
PA Small Water and Sewer Program Grant Request – Resolution (#33) DCED Resolution for Water & Sewer Grant – Matching Funds Letter for Water & Sewer Grant – Planning Consistency Letter for Water & Sewer Grant				Meeting w/ Engineer; items discussed: (1) Interconnect @ St. John's property, (2) Ozone filtration, (3) Concern about software at plant. Grant application for Interconnect and software. Ozone and UV Filtration are a consideration.		
Paving project final approval, by Richard Knapko @ PennDOT. Transfer of funds from Liquid Fuels to Bank to pay Shields.						
Leaf pickup/collection. (Leaves to be picked up until gone.)				Don't put leaves in street.		
Motion				First	Second	Action
To approve Resolution #33				Foster	Bost	Passed

Public Safety & Human Resources: Clutter, Weinrich, Bost				
Police	Code Enforcement	Pensions	Payroll	Human Resources
Report		Discussion/Follow-Up		
Dave Wellington Resignation (Letter included in Correspondence.)				
Office cleaning.		Test Cleaning to be scheduled.		
Access to Cameras on exterior of building.		Fleming will contact.		
Need report from Richard Mannas.				
Street Signs (listed on police report).		Need to advertise new street signs (when/if they'll be added). Cost of signs depends on size. Size is determined by amount of traffic. Need priority for new signs.		
Motion		First	Second	Action
Accept Wellington's resignation.		Bost	Foster	Passed

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

Submitted by

Reports Filed	
Report	Date
Bills for Payment Motion to approve Bill Payments. First: Rick Second: Brad Action: passed	
Police Chief	
Public Works Foreman	
Code Enforcement	
Administration Committee	
Public Works Committee	
Finance Committee	