



# Mars Borough

## Council Meeting Agenda: *September 11, 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	<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
	Rick Foster	<i>Chairman Pro Tem</i> 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		Chris Reese	Solicitor
	Nathan Sergent	Public Works		Kevin Radford	Police Chief
	Richard Mannas	Code Enforcement			

Visitors			
Name	Topic	Resolution	
Frank Haustovich Rita Garvey	Mars Area Public Library. Haustovich is discouraged because it doesn't seem like there's much that can be done. Still a lot they're not willing to share. It appears as though the library is, or became, a private nonprofit that is not required to share information with the public. Garvey found out there will be a board meeting the third Monday of the month at 1:00 PM. Garvey is the only person Haustovich is aware of that has been given information regarding how to become a board member. Fleming said he is concerned about the fact that the Library receives public money (tax money) without transparency. Fleming confirmed that Council wants to attempt to open the lines of communication with the Library, but the Library Board must be willing to talk with Council. Haustovich reiterated his previous stance that he believes Mars residents/businesses deserve to have a chance to help make the Library better before a decision to move is officially made. He also filed a Right-to-Know request for current deed owner of Library property. The request is still under review.		
Fritz Baehr	Planning Commission	(see Public Safety)	
Motion		First	Second
			Action

Executive Session Needed?	
Yes/No	Requested By
Yes	Rob Bost

Correspondence		
Name	Topic	Resolution
Mars Student Council	Homecoming Parade (see email request).	Would like to have a parade on Friday, September 29, 5:00 PM
Ed Pfeifer	Letter Regarding Council support of Façade Grants proposal.	

BCFLS	30 <sup>th</sup> Anniversary Open House on September 20, 2017.		
John Walchesky of Mars National Bank	Thank You card.		
Motion	First	Second	Action
Motion to make parade route available for Mars Homecoming for Friday, September 29, 2017 at 5:00 PM.	Bost	Schultheis	Carried

Minutes				
Minutes of:	Additions/Corrections/Motion	First	Second	Action
August 7, 2017	Motion to approve Minutes as presented	Bost	Schultheis	Carried

Mayor: Gregg Hartung			
Report	Discussion/Follow-Up		
Special request at beginning of meeting for a moment of silence to recognize all who lost their lives on September 11, 2001, as well as for those who were affected by the devastation of Hurricanes Harvey and Irma.			
See Mayor's Report, attached.			
Motion	First	Second	Action

Solicitor: Chris Reese			
Report	Discussion/Follow-Up		
EEOC Education Requirement			
Letter to Chief of Police - draft was sent to Council.	To be discussed in Executive Session.		
CBA	To be discussed in Executive Session.		
Motion	First	Second	Action

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

Secretary: Bonnie Forsythe			
Report	Discussion/Follow-Up		
Aptean/USTI/Asyst Renewal - \$1,459.50			
Education Opportunities			
Liquid Fuels Notice of Estimated Allocation	Borough to receive \$55,972.61.		
Borough has been notified that UniFirst rates are going up.	Reese to review contract.		
Motion	First	Second	Action
Motion to pay member rates for Bonnie's participation in two webinars & one 2-day seminar. Estimated total cost: \$325.	Bost	Clutter	Carried

Administration & Finance Committee: Bost, Price, Schultheis					
Main Office	Budget	Monthly Bills	Water Billing	Parks & Special Events	Public Relations
Report			Discussion/Follow-Up		
Recommendation to hire Eric Foust as IT Professional.					
Social Media.			(examples for Council reference)		
Statement of Expenditures, Encumbrances, and Appropriations.			For budget purposes.		
Discussion regarding plan to replenish Reserve Fund or pay down loan.			Both are good options. No decision reached.		
Motion			First	Second	Action
Motion to approve Resolution #29 to hire Eric Foust as an IT Support Technician, at a rate of \$25/hour.			Price	Schultheis	Carried
Motion to Pay bills in the amount of \$34,987.87*. (*Corrected to: \$35,023.87.)			Price	Schultheis	Carried

Public Works: Foster, Fleming, Weinrich						
Streets	Beaver Street Project	Water System	Equipment	Buildings	Field/Park Maintenance	Vehicles
Report			Discussion/Follow-Up			
Excavator Loan placed on Auto-Payments. Signed paperwork.			Fleming said he would like to make additional principal payments.			
Replenishing Reserve Fund vs. Paying off Excavator Loan		Loan is set up to recalculate interest each time principal balance is lowered. Decision to pay down the principle, then put lump sum back into reserve fund at end of year.				
Motion			First	Second	Action	

Public Safety & Human Resources: Clutter, Weinrich, Bost					
Police	Code Enforcement	Pensions	Payroll	Human Resources	
Report			Discussion/Follow-Up		
Revisions to Zoning regarding zoning amendments. (see recommendations by Fritz Baehr)			These would be amendments. No new zoning districts will be created. Parking is also addressed.		
Revisions to Zoning regarding Parking. (see recommendations by Fritz Baehr)			Possible revisions to public parking were discussed.		
Discussion on new businesses/schools/etc. moving into town.					
Motion			First	Second	Action

Closing Actions			
Motion	First	Second	Action
To go into executive session	Bost	Schultheis	Carried
To come out of executive session	Schultheis	Price	Carried
Items discussion in Executive Session: Personnel related issues. CBA currently under consideration.			
To Adjourn	Clutter	Schultheis	Carried

Submitted by

Reports Filed	
Report	Date
Bills for Payment	09/11/2017
Police Chief	July 2017
Public Works Foreman	July 2017
Code Enforcement	July & August 2017
Administration Committee	
Public Works Committee	
Finance Committee	
Quarterly Budget Update	

## Mayor's Report September 2017

8/8/17 - Julie worked with Gary Peaco and Haley Guyer with Ben Levenger for a public meeting hosted by Trail Adams regarding Pittsburgh St-Warrendale Rd Walking and Biking Trail grant process with PennDot. Public mtg for helping establishing the grant.

8/14/17 - Shelly Watson presented \$500 gift to Karns City School District for MNY participation 2017 & Mayor and Chief Radford attended Community Drug Watch mtg.

8/15/17 - Met with Mark Gordon the new head of Planning for Butler County at Breakneck Tavern for sharing about Mars Revitalization and Trail projects. Mark suggested to use the new loan program at the county level which will have a 1% or lower interest rate as leverage for needed matching monies for some projects. (Gregg introduced the idea of working with Zelienople, Harmony, Evans City, and Mars on using a single consultant (Levenger) to bring costs down and to work together. Mark liked the idea and asked if I would arrange a meeting.

8/16/17 - First Facade meeting was held at the library to introduce the facade project of business and property owners. We had about 35 people and it was a very good meeting with high interest as demonstrated by Ed Pfeifer's letter. Goal of meeting was to select the area the facade monies would be directed towards in the borough.

8/22/17 - Attended the Public Safety and Human Resources meeting. Reinforced the police schedule needing to have limited copies and available for viewing at Public Safety/Human Resources mtgs., Council meetings, and at the borough office/police department. Overtime policy continue to be reinforced regarding police department. Vehicles becoming concern in terms of number of repairs and mileage. We need a replacement plan adopted by Council.

8/24/17 - Artisans Dinner on Mars coordinated and hosted by Joshua Zimmerman and Zimmerman's Farm was held at 6 p.m. Great success! Butler Eagle coverage. Possible \$800 to revitalization from it.

8/28/17 - Julie, Rob, & I went through the CBA word by word and section by section for Chris Reese to review and council to then provide for part-time officers to review before acting on to begin the first of the year.

9/1/17 - First informal planning meeting to begin work on Mars New Year 2019 (Dinner March 22 or 23 to mark the new year then have the outdoor event June 1, 2 & 3.) Conversations have begun with NASA.

9/5/17 - Met with Rich and Virginia from Rotary on AppleFest in the AM. I went over various details with them.

9/6/17 - Attended the first public meeting of the Drug Watch Group in Adams Ridge at 6:30 p.m. Gail Carpenter and the group plans to have their second meeting on Thursday, November 9 @ 7:00 p.m. (Seven Field Community Center). Table display at Mars-Adams Farm market.

9/7/17 - Second facade meeting with the focus on guidelines for the business district regarding lighting, signs, and materials to keep a historic look to the community. We are getting interest from those not able to attend the meetings. Amy and Larry (Agway) both indicated they have an interest in facade monies. So, I emailed the packet to them. We will check in with others who were unable to make the two meetings to date on facades too.

9/8/17 - Second planning meeting for Mars New Year 2019. Basic conversations about major sponsors and work on committee make-up.

Additional items:

- Adams Public Works have indicated concern when mowing the Railroad Street area for us that because of increased parking concern about debris hitting nearby cars.

Suggested to possibly spray with weed killer in the spring and several times through the summer.

- May need to store rotary v-sign and Mars New Year supplies here.

- Agreements with Revitalization Writing Ben Levenger for Trail and Facade Contracts.

- Letter to Accompany State Proposal signed by Mike and myself for a commitment of monies to be made available to the borough for distribution to business/property owners for facade improvements.

I highly recommend that we consider participation in the County DUI and Drug Task Force as part of the police department budget for 2018. Rationale is simply our interest of increasing the number of people coming into Mars because of Stick City Brewing, Peach Tree Bakery and Creamery, and the Montessori School plus other businesses in our future.

- Paula Grubbs has been re-assigned to Butler Eagle in Butler so she will not be covering our area on a routine basis. I sent her a thank you for having helped with coverage in the Mars area over the years.

Mayor Gregg Hartung 9/10/17