



Mars Borough

Meeting Minutes: **October 2, 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		Julie Schultheis	Administration & Finance
X	Mike Fleming	President Public Works		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 Madaffari	Secretary
	Jim Louis	Public Works		Chris Reese	Solicitor
	Nathan Sergent	Public Works		Kevin Radford	Police Chief
	Richard Mannas	Code Enforcement			

VISITORS			
Name	Topic	Resolution	
R. Schmitt Mark Stevens	Is there a B&B being investigated? What is Code Enforcement and Council going to do?	Discussion on whether it is a B&B or an AirB&B. Code Enforcement is investigating.	
Frank Haustovich Rita Garvey	Mars Area Public Library	Rob Bost & his wife, Frank Haustovich, and Rita Garvey attended Library Board Meeting. Nothing regarding the future of the Library was discussed. Bost to prepare a letter to be sent to the Library Board.	
Paul & Cheryl Whitehouse	Representatives for Daryl Metcalf	Fleming asked about the status of small town grants. They were not aware of any current grants that are being funded by the State. Mayor Hartung mentioned other communities have received funds from two years ago.	
Jayson & Linda Young	Status of repairing drainage pipe that is causing hole in their yard.	Fleming explained that work needs to be done further down the line, due to a collapsed pipe that was added without Borough permission. No one is sure when the pipe was added. Borough needs to fix one problem before it can handle the next.	
Motion		First	Second
			Action

EXECUTIVE SESSION NEEDED?	
Yes/No	Requested By
Yes	Mayor Gregg Hartung

CORRESPONDENCE				
Name	Topic	Resolution		
Paul G. Smith	Breakneck Creek Regional Authority Board. He would like to be appointed for another 5-year term.	Fleming noted that Smith has been excellent in his service on the Board and feels it is worth reappointing him to another 5-year term.		
Tom Bundy	2018 Health Insurance Quotes for Borough Employees – For Council Review for budgeting purposes. Fleming would like a summary to be prepared for budget comparisons.	Administration & Finance Committee to create a summary comparison of options for use in Budget discussions.		
Butler County	Emergency Management	Chris Clutter is the Emergency Management Contact. Her information can be used to fill out form.		
Motion		First	Second	Action
Motion to re-appoint Paul G. Smith to another 5-year term on the Breakneck Creek Regional Authority Board.		Clutter	Bost	Carried

MINUTES				
Minutes of:	Additions/Corrections/Motion	First	Second	Action
September 11, 2017	Motion to Approve with Correction to Bill Payment amount changed from \$34,987.87 to \$35,023.87.	Bost	Price	Carried

MAYOR: GREGG HARTUNG			
Report	Discussion/Follow-Up		
Moment of silence due to the shootings in Las Vegas, and to think of the first responders and all they are dealing with.			
See Mayor's Report.			
Historical Society dinner on September 27, 2017. Mayor gave them a Community Appreciation Recognition award.			
Met with Bob Steffler from Hutchinson's office to update him on Revitalization. Also spoke with Ben Levenger to discuss façade grant program.			
Homecoming was September 27, 2017. (Only one incident, a truck wanted to drive down a closed street, Police cited him for disorderly conduct and illegally parking in handicapped parking.			
Another Façade & Trails meeting will be held in Mid-October.			
Don Lutz is available Monday, October 16 th for CBA discussion.			
Halloween Trick-or-Treat will be held on October 31, 2017.			
Christmas Parade/Light Up Night. Saturday, November 25, 2017. Parade line-up at 3:00 PM, Parade at 4:00 PM. Bank may be able to provide, or help with a large Christmas Tree. Fire Department may have lights.			
Applefest, Saturday, October 7, 2017 – Chief Radford will not be working. He has left a packet of information for Sergeant Don Lutz to take charge of police coverage for the day.			
Police are working on several investigations in town.			
Motion	First	Second	Action

SOLICITOR: CHRIS REESE			
Report		Discussion/Follow-Up	
UniFirst contract.	Reese noted this is a great example of a contract not to sign. Fleming wants out of contract.		
Motion		First	Second

COUNCIL PRESIDENT: MIKE FLEMING			
Report		Discussion/Follow-Up	
Motion		First	Second

SECRETARY / TREASURER: BONNIE FORSYTHE			
Report		Discussion/Follow-Up	
Office Cleaning	Commercial Cleaning Solutions left a voicemail message saying they were resigning. To date, no written resignation has been received.		
Payroll	Discussion on payroll timing and the limited amount of time to complete processing in time for Direct Deposit information to go to bank. Simplest solution is to gather cards the day before, after employees have punched out, from all departments.		
Meters for Empire, Wooding, & "the Pit"	Fleming and Bost would like to meet with them to discuss the situation. Fleming and Bost are of the opinion that the bill should go to Empire/GA Industries since they were the first building to have water access. Meeting to be scheduled with both companies and the Borough.		
2018 PMRS MMO Worksheet	Price to review MMO and State Aid.		
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		
Motion				First	Second	Action
Motion to pay bills in the amount of \$22,407.29.				Price	Clutter	Carried'

PUBLIC WORKS: FOSTER, FLEMING, WEINRICH						
Streets	Water System	Equipment	Buildings	Field/Park Maintenance	Vehicles	
Report			Discussion/Follow-Up			

Lincoln Avenue	Main effort is being put into Lincoln Avenue.			
Paving by St. Killian's & on Norton Avenue	Public Works is trying to address problem areas, but some is property owners' responsibility.			
DEP Permit Application & Response Letter	Application is under review. May not get a response for 560 business days. Fleming is disappointed in the length of time it will take to get a response for something as simple as switching a supplier for the exact same chemical.			
Motion		First	Second	Action

PUBLIC SAFETY & HUMAN RESOURCES: CLUTTER, WEINRICH, BOST				
Police Code Enforcement Pensions Payroll Human Resources				
Report		Discussion/Follow-Up		
Fire Contract		First Payment of new Fire Protection Contract has been made. Waiting for Signed contract to be returned from Fire Department.		
Motion		First	Second	Action

CLOSING ACTIONS			
Motion	First	Second	Action
To go into Executive Session	Bost	Clutter	Carried
To come out of Executive Session	Bost	Clutter	Carried
Items discussed in Executive Session: Personnel & OT Issues.			
To Adjourn	Bost	Clutter	Carried

Submitted by

REPORTS FILED	
Report	Date
Bills for Payment	October 2, 2017
Police Chief	
Public Works Foreman	
Code Enforcement	September 2017
Administration Committee	
Public Works Committee	
Finance Committee	
Quarterly Budget Update	