



Mars Borough

Council Meeting Agenda: *August 6, 2018*

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

ELECTED OFFICIALS ATTENDANCE (x indicates present)					
Name	Office/Committee		Name	Office/Committee	
Rob Bost	Vice President Administration & Finance Chair Public Safety & Human Resources		Brad Price	Administration & Finance	
Chris Clutter	Public Safety & Human Resources Chair		Julie Schultheis	Chairman Pro Tem Administration & Finance	
Mike Fleming	President Public Works		Doug Weinrich	Public Safety & Human Resources Public Works	
Rick Foster	Public Works Chair		Gregg Hartung	Mayor	

EMPLOYEE / PROVIDER ATTENDANCE (x indicates present)					
Name	Position		Name	Position	
Ed Dorsey	Public Works Foreman		Bonnie Forsythe	Secretary/Treasurer	
Greg Szyplski	Public Works		Patricia Madaffari	Secretary	
Jim Louis	Public Works		Chris Reese	Solicitor	
Nathan Sergent	Public Works		Kevin Radford	Police Chief	
Richard Mannas	Code Enforcement		Renea Pomeroy	Tax Collector	

VISITORS				
Name	Topic	Resolution		
	Motion	First	Second	Action

EXECUTIVE SESSION NEEDED?	
Yes/No	Requested By

CORRESPONDENCE				
Name	Topic	Resolution		
Rich-Mar Rotary	Request to use downtown for Applefest.			
	Motion	First	Second	Action

MINUTES				
Minutes of:	Additions/Corrections/Motion	First	Second	Action
07/09/2018	Motion to approve			

MAYOR: GREGG HARTUNG				
Report	Discussion/Follow-Up			
See Mayor's Report.				
	Motion	First	Second	Action

SOLICITOR: CHRIS REESE				
Report		Discussion/Follow-Up		
Motion		First	Second	Action

COUNCIL PRESIDENT: MIKE FLEMING				
Report		Discussion/Follow-Up		
Fire Fighter Tax Ordinance (needs advertising & public hearing)				
Howells housing development at the end of Pine Avenue				
Motion		First	Second	Action

SECRETARY / TREASURER: BONNIE FORSYTHE				
Report		Discussion/Follow-Up		
Resolution for PennDOT Reimbursement Agreement.				
Motion		First	Second	Action
Motion to approve Resolution #23 for 2018 to allow signatures on PennDOT Reimbursement Agreement, and for new signature page to be signed by G. Michael Fleming (President) and Bonnie Forsythe (Secretary).				

ADMINISTRATION & FINANCE COMMITTEE: BOST, PRICE, SCHULTHEIS					
Main Office	Budget	Monthly Bills	Water Billing	Parks & Special Events	Public Relations
Report			Discussion/Follow-Up		
FYI: Carbonite Renewal for one (1) year.					
FYI: Accounting system (ASYST) was having a lot of problems. Compugig helped clear up confusion on Server updates. The problem has been resolved, at least until the next Microsoft update comes out.					
Discussion: Hiring a part time/temporary worker to scan all Resolutions and Ordinances, in an effort to prepare for database.					
Water Billing – EDU Charges					
Motion			First	Second	Action
Motion to approve & pay bills in the amount of \$75,105.33.					
Motion to approve payroll & payroll taxes through July 2018 in the amount of \$275,370.54.					

PUBLIC WORKS: FOSTER, FLEMING, WEINRICH					
Streets	Water System	Equipment	Buildings	Field/Park Maintenance	Vehicles
Report			Discussion/Follow-Up		
MS4 Application - Intermunicipal agreement needs to be drafted. Olsen suggested having Gallagher draft the agreement. (Public Hearing will be necessary.)					
Motion			First	Second	Action

PUBLIC SAFETY & HUMAN RESOURCES: CLUTTER, WEINRICH, BOST					
Police	Code Enforcement	Pensions	Payroll	Human Resources	
Report			Discussion/Follow-Up		
Airbnb ordinance. (Mannas)					
Garbage ordinance/change. (Mannas)					

Vacate alley ordinance. (Mannas)			
Zoning Map Changes on Crowe Avenue			
Litter (beer cans) at Field.			
Police car – fan motor, blinker lights, maintenance (5-year diary).			
Chief is working on Emergency Business Contacts for 911.			
No longer using VASCAR, moving to ACCUTRAK.			
Code Red Program (phone program to notify residents of emergencies).			
New Employee Time Cards/Payroll Processing Changes.			
Changes to Employee Manual.			
Motion	First	Second	Action
Motion to adopt usage of new Time Cards for Payroll.			
Motion to adjust Pay Periods to run from Monday to Sunday, with a “transition pay period” during the first part of September.			
Motion to amend Paid Time Off (Vacation, Personal, Sick, etc.) Section of Personnel Policies and Procedures Manual.			

CLOSING ACTIONS				
Motion		First	Second	Action
To go into Executive Session	Time:			
To come out of Executive Session	Time:			
Items discussed in Executive Session:				
To Adjourn				

REPORTS FILED	
Report	Date
Expenses Spreadsheet	08/06/2018
Police Chief	
Public Works Foreman	June 2018
Code Enforcement	July 2018
Budget Update	

Submitted by