



Mars Borough

Council Meeting Minutes: *April 1, 2019*

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 Chair Public Safety & Human Resources	x	Brad Price	Administration & Finance
x	Chris Clutter	Public Safety & Human Resources Chair	x	Julie Schultheis	Chairman Pro Tem Administration & Finance
x	Mike Fleming	President Public Works		Doug Weinrich	Public Safety & Human Resources Public Works
	Rick Foster	Public Works Chair	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	x	Chris Reese	Solicitor
				Kevin Radford	Police Chief

VISITORS			
Name	Topic	Resolution	
Linda & Jason Young	830 Hazel Avenue. Hole caused by runoff.	Fleming stated the Borough now knows what needs to be done and outlined all of the work that needs done, from Pittsburgh Street all the way up to Hazel Avenue, including work that PennDOT needs to compromise on. When pressed for an answer, Fleming stated he would not lie to the Youngs and give them a definite date because he did not have an answer for them.	
Alan Barbarczk	Requested an update on Pine Avenue Development.	Fleming stated he is hoping the engineer will get an update to the developer in about a week.	
Paul	In attendance to observe.		
Bill	In attendance to observe		
Jim Lasher	Ways to bring more foot-traffic into Mars Borough.	Lasher stated he met with other business owners to discuss ways to help increase foot-traffic to town and to businesses. They're thinking they'll start with one Saturday per month during the summer and maybe move to an additional evening per month. Lasher stated they are trying to think ahead through the end of the year.	
John Wills Don Seaton	Dutilh Church	See Fleming's Section	
Motion		First	Second
		Action	

EXECUTIVE SESSION NEEDED?	
Yes/No	Requested By
Yes	Price

CORRESPONDENCE				
Name	Topic	Resolution		
Ian Uher	102 Kennedy Street	It is a civil matter.		
PA DEP	Breakneck Creek Regional Authority update	For informational purposes.		
Morris Knowles	Mars Holdings land development	For informational purposes.		
Motion		First	Second	Action

MINUTES				
Minutes of:	Additions/Corrections/Motion	First	Second	Action
03/04/2019	Motion to approve.	Bost	Schultheis	Carried

MAYOR: GREGG HARTUNG				
Report	Discussion/Follow-Up			
See Mayor's Report.				
Recognition of Powers and Musko families for all their hard work with the grocery store for 45 years in Mars.				
Spaceship "Disappearance"	The spaceship has been taken away. PPG is donating bridge paint so it can be repainted with a good finish that should last for years to come.			
Police Department Education Seminar	Hartung and Schultheis attended. They reported back on various topics discussed, including the need for Council to be informed of changes that are made to Police Handbook and the need for officers to sign off that they not only have seen but also understand changes.			
Blast-Off Dinner (March 21, 2019)	Dinner went very well.			
Breakfast with NASA (March 22, 2019)	115 students from 9 school districts in attendance			
Meeting w/ government officials regarding Discovery Center.	Looking to regionalize the effort, including other communities in a cooperative effort.			
Chatham University (Eden Hall)	Initiated a conversation on how a sustainable market could benefit the town.			
Motion		First	Second	Action

SOLICITOR: CHRIS REESE				
Report	Discussion/Follow-Up			
Marburger Field Ownership	GIS map has incorrect ownership info. Reese confirmed deed was changed in 1995.			
Motion		First	Second	Action

COUNCIL PRESIDENT: MIKE FLEMING	
Report	Discussion/Follow-Up
Dutilh Church Purchase	Previous question on whether DCED would approve purchase. Discovered that the DCED will not permit future rents to be used against the debt service. Discussion on process moving forward. Price detailed feedback he has received from two banks regarding financing. Fleming stated his concern was whether the DCED would even approve the purchase. Wills asked if it would help with DCED approval if the offer was restructured to exclude the house. Fleming said options could be discussed. Fleming also stated the specific financial information obtained will be discussed in executive session, and Reese would respond w/ outcome. Reese stated he wanted to clarify that the Borough's deposit should be returned if the DCED did not approve the purchase.

Dutilh Church (Victoria Environmental Service)			
Dutilh Church (Baehr ADA review)			
Paving	Lambert looked at some sections of the proposed future paving that needs to be done soon. He believes the areas discussed could be done for under \$50,000 with supplemental work done by Borough employees versus contracting it all out.		
Sandra Cox, prospective Code Enforcement Officer	Fleming & Bost met with Cox and believed her to be very capable and knowledgeable. Everyone agreed to move forward with a background check and to check references.		
Marburger Field roof repair	Fleming stated he has someone who is performing community service in the form of replacing the roof on a building at Marburger Field. Borough is purchasing supplies.		
Mars High school mini-thon			
Motion		First	Second
Motion to donate \$50 to Mars High School Student Council Mini-Thon.		Fleming	Clutter
			Carried

SECRETARY / TREASURER: BONNIE FORSYTHE			
Report		Discussion/Follow-Up	
Liquid Fuels Funds deposited		Approximately \$2,000 more than what was expected.	
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	
QuickBooks	Auditors have recommended running QuickBooks in tandem with accounting system. The software we use isn't preparing the reports the auditors need, leading to extra time to complete audit. Unsure on whether there will be a full switch over eventually.		
Motion		First	Second
Motion to approve & pay bills in the amount of \$84,122.38.		Price	Bost
Motion to approve payroll disbursements & payroll taxes for February 2019 & March 2019 in the amount of \$62,852.97.		Clutter	Schultheis
Motion to enter into the loan application process with PNC bank for financing of Dutilh Church property, for the face amount of the \$650,000 face value with 20% paid by Borough, and closing costs, in tandem with seeking DCED approval for purchase.		Schultheis	Price
Motion to modify existing purchase agreement to extend Due Diligence period to June 30, 2019 with a one month extension to July 31, 2019 if DCED approval requires extra time.		Schultheis	Price
			Carried

PUBLIC WORKS: FOSTER, FLEMING, WEINRICH			
Streets Water System Equipment Buildings Field/Park Maintenance Vehicles			
Report		Discussion/Follow-Up	
Need for 1 to 2 part time employees	Fleming expressed concern that the caliber of people who would apply or be available would not be up to what is needed. Bost and Schultheis talked to Dorsey and stated he definitely needs people since Public Works is down one person. HR Committee will draft an ad.		
Motion		First	Second

PUBLIC SAFETY & HUMAN RESOURCES: CLUTTER, WEINRICH, BOST					
Police		Code Enforcement	Pensions	Payroll	Human Resources
Report			Discussion/Follow-Up		
New Police SUV went into service 04/01/2019.					
Ad for 1-2 part time Public Works employees			Wording should probably be for a "laborer."		
Callery Borough			Discussion on whether there is anything the two police departments can do to work together after both chiefs retire.		
Need for additional police officers.			Mayor stated they're always looking for additional part time officers who have experience.		
Motion			First	Second	Action

CLOSING ACTIONS				
Motion		First	Second	Action
To go into Executive Session	Time: 10:12 PM	Clutter	Bost	Carried
To come out of Executive Session	Time: 11:19 PM	Fleming	Bost	Carried
Items discussed in Executive Session	Property purchase.			
To Adjourn		Clutter	Schulthies	Carried

REPORTS FILED	
Report	Date
Bills for Payment	04/01/2019
Police Chief	March 2019
Public Works Foreman	
Code Enforcement	
Budget Update	

Submitted by