



Mars Borough

Council Meeting Minutes: **September 9, 2019**

7:00 PM – 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		Julie Schultheis	Chairman Pro Tem Administration & Finance
	Mike Fleming	President Public Works		Doug Weinrich	Public Safety & Human Resources Public Works
x	Rick Foster	Public Works Chair	x	Gregg Hartung	Mayor

EMPLOYEE / PROVIDER ATTENDANCE (x indicates present)					
	Name	Position		Name	Position
	Ed Dorsey	Public Works Foreman		Bonnie Forsythe	Secretary/Treasurer
	Greg Szypulski	Public Works	x	Patricia Madaffari	Secretary
	Jim Louis	Public Works	x	Chris Reese	Solicitor
	Andrew Schultheis	Public Works		Kevin Radford	Police Chief

OLD BUSINESS			
Topic		Resolution	
Parking near Pfeifer Hardware		No action taken.	
Quote for new Badger Meter Reader & Beacon Software		No action taken.	
Drainage Issue on Beaver Street		No action taken.	
Disorderly Houses		Under review by Public Safety Committee.	
Motion		First	Second
		Action	

VISITORS		
Name	Topic	Resolution
Mac & Angie McSwain	They are maintaining neighbor's property on Pine Avenue because they do not want it to attract nuisance animals. Inquiring as to what can be done to get property owner to take responsibility for property.	Code Enforcement Officer will be in touch.
Alan Boburczak	Asking for update on proposed Howells Pine Avenue Development.	There has been no contact from developer on making arrangements to discuss terms and conditions necessary for Borough to supply water.
Jim Lees		
Tom Dorsch		
Jim Lasher	Group of businesses would like to hold a Halloween Party October 26 th on Grand Avenue that includes entertainment, prizes for best decorations, and food. Requesting closure of the street from Pittsburgh Street to Duncan Alley.	Council confirmed Trick-or-Treat will be held October 31 st so there will be no conflict with the event.
Jim Gascoine	Dutilh Church Property Purchase	
John Wills	Dutilh Church Property Purchase	

Motion	First	Second	Action
Motion to close Grand Avenue between Pittsburgh Street and Duncan Alley, on October 26, 2019 from 6:00 PM to 8:00 PM.	Foster	Clutter	Carried

EXECUTIVE SESSION NEEDED?	
Yes/No	Requested By
Yes	Bost

CORRESPONDENCE			
Name	Topic	Resolution	
Denise Leonhard	Water Runoff	Bost noted that numerous things have been done over the years to attempt to help this situation, but the water runoff from the housing development in Adams Township is the source of the problem. Adams Township needs to get involved in order to find a solution.	
Alan Boburczak	Pine Avenue Development	(addressed during Visitor portion of meeting)	
Mary Boburczak	Possible Library Board Member	Hartung stated the Library would like two people to be recommended. Boburczak can be one; need a second.	
Motion	First	Second	Action
Motion to recommend Mary Boburczak to the Library as a prospective board member.	Foster	Price	Carried

MINUTES				
Minutes of:	Additions/Corrections/Motion	First	Second	Action
08/05/2019	Motion to approve.	Clutter	Price	Carried

MAYOR: GREGG HARTUNG			
Report	Discussion/Follow-Up		
Mars New Year Report	Gave an update on Mars New Year financial progress through the beginning of September. MNY Committee has authorized spending some of the remaining funds on setting up a 501(c)(3) for both Mars New Year and the Discovery Center. Next Mars New Year will in February 2021.		
RACP Grant Update	New budget proposal will be put together since only \$1 Million, rather than \$2.5 Million was granted. New Idea is to move forward in stages. At the moment, Mayor is working with Stantec for an engineering study. Appraisal of property will be needed.		
Study by Chatham University Students	Group of students are doing a study for a vision of Mars into the future.		
Motion	First	Second	Action

SOLICITOR: CHRIS REESE			
Report	Discussion/Follow-Up		
Dutilh Ordinance	Reese presented new ordinance authorizing the purchase of the Dutilh Church properties.		
Motion	First	Second	Action
Motion to approve Ordinance 446.	Price	Clutter	Carried

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

SECRETARY / TREASURER: BONNIE FORSYTHE			
Report	Discussion/Follow-Up		
SWAP, LLC @ 119 Grand Avenue recently had two (2) new meters put in property, but had the line going to the second floor (residential) capped and a valve put in so that water would circulate through entire house via downstairs line which has a water softener added to it.	Per Mars Borough policy she should still be charged for two (2) EDUs, but she only wants to be charged for one (1). Council agreed that policy should be followed and SWAP, LLC should be charged two (2) EDUs.		
Health Insurance	Letter dated 06/27/2019. UPMC health insurance is still the cheapest option.		
Liquid Fuels Audit	Engagement Letter, dated 08/15/2019, presented to Council.		
Things to do in Mars Article	Forsythe met with Kristy Lochlan of NextPittsburgh.com. Local businesses featured.		
QB Update & Budget Prep	QuickBooks is nearly ready to begin running parallel to Asyst on October 1, 2019. Budget planning sheets have been distributed to all department heads.		
Addition of Capital Budget	Forsythe has suggested creating a 10-year plan that includes a capital budget that will forecast and prepare for capital expenditures out at least 10 years.		
Motion	First	Second	Action

ADMINISTRATION & FINANCE COMMITTEE: BOST, PRICE, SCHULTHEIS					
Main Office	Budget	Monthly Bills	Water Billing	Parks & Special Events	Public Relations
Report	Discussion/Follow-Up				
10-year plan	To be discussed at next Administration Meeting.				
Motion to approve & pay bills in the amount of \$85,252.59.	Price	Foster	Carried		
Motion to approve payroll & taxes in the amount of \$39,297.93.	Price	Clutter	Carried		

PUBLIC WORKS: FOSTER, FLEMING, WEINRICH					
Streets	Water System	Equipment	Buildings	Field/Park Maintenance	Vehicles
Report	Discussion/Follow-Up				
Pittsburgh Street Water Line (PennDOT) Update	Work is completed.				
Water Plant Upgrade	New computer system has been installed.				
Motion	First	Second	Action		

PUBLIC SAFETY & HUMAN RESOURCES: CLUTTER, WEINRICH, BOST				
Police	Code Enforcement	Pensions	Payroll	Human Resources
Report	Discussion/Follow-Up			
Police Report	Clutter noted a lot of invoices that were paid for M1 & M2. Bost expressed concern over the use of vehicles that have had so many problems.			
Extra Shifts	Mayor Hartung noted some extra shifts coming up for Homecoming & Applefest.			
Motion	First	Second	Action	

CLOSING ACTIONS				
Motion	First	Second	Action	
To go into Executive Session	Time: 8:15 PM	Clutter	Foster	Carried
To come out of Executive Session	Time: 9:35 PM	Clutter	Foster	Carried
Items discussed in Executive Session:	Personnel Matters			
To Adjourn	Clutter	Foster	Carried	

REPORTS FILED	
Report	Date
Mayor's Report	09/09/2019
Bills for Payment	09/09/2019
Police Chief	August 2019
Public Works Foreman	
Code Enforcement	August 2019
Budget Update	

Submitted by