



# Mars Borough

Agenda Meeting Minutes: **August 3, 2020**

**As of January 2020, visitors/speakers are limited to:  
5 minutes during Council Meetings and 3 minutes during Agenda Meetings.  
Council reserves the right to extend these time limits as they see fit.**

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

ELECTED OFFICIALS ATTENDANCE (x indicates present)		
	Rob Bost	Council Vice President Administration, HR
x	Chris Clutter	Council Pro Tem Public Safety
x	Mike Fleming	Council President
x	Rick Foster	Streets
x	Bill Lambert	Water
x	Brad Price	Budget, Finance
x	Julie Schultheis	Parks & Rec, Celebrations
x	Gregg Hartung	Mayor

EMPLOYEE / PROVIDER ATTENDANCE (x indicates present)		
x	Bonnie Forsythe	Secretary / Treasurer
	Patricia Madaffari	Assistant Secretary
	Ed Dorsey	Public Works Foreman
	[vacant]	Code Enforcement
	Beau Sneddon	Officer in Charge
	Renea Pomeroy	Tax Collector
x	Chris Reese	Solicitor

ON-GOING ITEMS FOR DISCUSSION:	
Item	Status
Borough-owned Property Evaluations	Tabled
Rental Property Inspections/Evaluations/Occ. Permits	Tabled
Open Burning Ban	See Public Safety

OMNIBUS MOTION TO APPROVE THE FOLLOWING ITEMS PREVIOUSLY BROUGHT BEFORE COUNCIL AND DISCUSSED AT PUBLIC MEETINGS:			
Motion	First	Second	Action

VISITORS			
Name	Topic	Resolution	
Samantha Beal	Cranberry Eagle	In attendance to observe	
	Motion	First	Second
			Action

EXECUTIVE SESSION NEEDED?	
Yes/No	Requested By
Yes	Hartung

CORRESPONDENCE			
Name	Topic	Resolution	
Sheryl Kelly	Pick Up Pennsylvania	n/a	
Ed Pfeifer	Removal of Tree	Tree removed, not significant disturbance.	
	Motion	First	Second
			Action

<b>MINUTES</b>				
Minutes of:	Additions/Corrections/Motion	First	Second	Action
07/06/2020	Motion to approve, with revisions.	Clutter	Price	Carried
07/20/2020	Motion to approve.			

<b>MAYOR: GREGG HARTUNG</b>				
Report		Discussion/Follow-Up		
See Mayor's Report				
Call with Ben Levenger regarding discussions revitalization.		Levenger has been working with businesses and Mayor on guidelines for revitalization. Large volume of material to review.		
Mars New Year planning has begun.		Hoping for COVID-19 to no longer be a factor by next summer. Also, potential for some very sizable donations.		
Owners of Stick City Brewing reported someone made a complaint about masks not being worn.		The LCB did an investigation and determined they met all requirements.		
Butler County receiving CARES Act monies		Butler County is receiving \$8 Million. If municipalities have expenses related to COVID-19, the expenses may be reimbursable.		
Gathering of Mayors		Mayor Hartung will be hosting a gathering of Butler County mayors at Mars Historical Society on August 14 <sup>th</sup> or August 20 <sup>th</sup> .		
Motion		First	Second	Action

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

<b>SECRETARY / TREASURER: BONNIE FORSYTHE</b>				
Report		Discussion/Follow-Up		
New Zoning Map – for approval.		New map shows changes made following the new ordinance. Reese noted that Mr. Purvis asked that a copy of the ordinance and map be mailed to him.		
Approval of Expenses & Payroll.				
Motion		First	Second	Action
Motion to approve revised zoning map.		Price	Schultheis	Carried
Motion to pay bills in the amount of \$57,241.96.		Price	Clutter	Carried (Fleming abstained)
Motion to approve July Payroll and Payroll Taxes, and Q2-2020 Quarterly taxes in the amount of \$46,924.30.		Price	Clutter	Carried

<b>COUNCIL PRESIDENT: MIKE FLEMING</b>				
Report		Discussion/Follow-Up		
Agreements for Parking Lot behind businesses on the east side of Grand Avenue.		Fleming noted that in the past the agreements have been for the Borough to pay the property taxes (on just the land value of the parking areas) in exchange for the Borough maintaining the parking lot and it being used for public parking. Reese to draft an agreement.		
Motion		First	Second	Action

<b>ADMINISTRATION &amp; HR: ROB BOST</b>				
Main Office	Water Billing	Public Relations	Payroll	Human Resources
Report		Discussion/Follow-Up		
Motion		First	Second	Action

<b>BUDGET &amp; FINANCE: BRAD PRICE</b>				
Budget		Monthly Bills	Pensions	
Report		Discussion/Follow-Up		
Midwestern Intermediate Unit IV		Price emailed information to them on usage of the first floor.		
Motion		First	Second	Action

<b>PARKS &amp; RECREATION / CELEBRATIONS: JULIE SCHULTHEIS</b>				
Fields & Parks		Field & Park Maintenance	Special Events	
Report		Discussion/Follow-Up		
Football practice & home games to be held at Marburger Field.		May be necessary for an additional police officer to be on duty to help with parking.		
Dirt for Baseball Field at Marburger.		Dirt to be spread this week.		
Motion		First	Second	Action

<b>PUBLIC SAFETY: CHRISTINE CLUTTER</b>					
Police		CBA	Emergency Management	Zoning Code Enforcement	Building Permits
Report		Discussion/Follow-Up			
Code Enforcement Officer		Candidates to be discussed during executive session.			
Motion		First	Second	Action	
Motion to extend open burning ban for two additional weeks, until August 17th, 2020.		Clutter	Lambert	Carried	
Motion to appoint Allen Russell as the Code Enforcement Officer at the rate of \$20.00/hour through the end of 2020, with reimbursements of mileage when appropriate and pre-approved education.		Clutter	Price	Carried	

<b>STREETS: RICK FOSTER</b>				
Streets		Vehicles & Equipment	Buildings	
Report		Discussion/Follow-Up		
Railroad Intersections		Work will be done in 2021. Intersections will be affected a couple days.		
Paving Bid(s)	Bid for everything, paving to be no later than October 31, 2020. If the weather isn't good, this will be revisited. (Note: later discussions resulted in two quotes being advertised; one for paving of parking lot and one for street paving.)			
Water Break on Crowe Avenue	Old service line to Bell Towers was leaking. Public Works worked until approximately 3:00 AM. Traffic was detoured down to Grand Avenue with only one small issue with a tractor trailer. Otherwise, everything went well.			
Geyer Wall Assistance	Foster and Fleming to coordinate work to help property owner.			
Spraying weeds around town.	Dorsey received a quote for time and materials from Josh Zimmerman to spray weeds along streets all over town for \$680.00.			
Storm Drains	Repair work needs done to two storm drains in town. To be discussed with Dorsey and Fleming to discuss options.			
Sinkhole on Grand Avenue	Foster stated there is a hole, but Public Works is not sure on exact size. Looks like it was caused by holes in storm drain pipes. Grand Avenue will have to be shut down in order to fix the problem. Unsure on size/depth until more investigation can be done.			
Used hotbox.	A potential hotbox will be coming up for sale. Foster believes it would be a good idea to think about buying one so repairs to roads can be made year-round.			
Street Opening Permit (Peoples Gas)	Clarification on where the openings will be – in sidewalks rather than in new pavement.			
Lambert		Carried	Second	Action
Motion to put paving estimate out for bid.		Foster	Lambert	Carried
Motion to approve having Josh Zimmerman do spraying for weeds throughout town for \$680.00.		Foster	Schultheis	Carried

Motion to approve Street Opening Permit for work done by Peoples Gas Company, for work to be completed on or before October 31, 2020.	Foster	Lambert	Carried
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<b>WATER: BILL LAMBERT</b>			
Water System & Infrastructure		Water Plant	Reservoirs
Report		Discussion/Follow-Up	
Water break on Crowe Avenue.		Work done at night.	
Electrician work at Water Plant.		Additional progress on upgrades is being made.	
Reservoir tank inspection.	Foster knows someone who can inspect the tank, and that he would do it for free. Fleming asked for Foster to request a proposal and the person's credentials.		
Motion		First	Second

<b>CLOSING ACTIONS</b>				
Motion		First	Second	Action
To go into Executive Session	Time: 8:13 PM	Clutter	Schultheis	Carried
To come out of Executive Session	Time: 9:13 PM	Foster	Schultheis	Carried
Items discussed in Executive Session: Personnel Issues				
To Adjourn		Foster	Clutter	Carried

<b>REPORTS FILED</b>	
Report	Date
Bills for Payment	08/03/2020
Police Report	
Public Works Foreman Report	
Code Enforcement Report	
Administration & Finance Committee	
Public Safety Committee	
Public Works Committee	
Quarterly Budget Update	

Submitted by