



Mars Borough

Agenda Meeting Minutes: *October 5, 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)		
x	Rob Bost	Council Vice President Administration, HR
x	Chris Clutter	Council Pro Tem Public Safety
x	Mike Fleming	Council President
	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
	Allen Russell	Code Enforcement
	Beau Sneddon	Officer in Charge
	Renea Pomeroy	Tax Collector
	Chris Reese	Solicitor

ON-GOING ITEMS FOR DISCUSSION:	
Item	Status
Borough-owned Property Evaluations	Council agreed that it was time to take action.
Rental Property Inspections/Evaluations/Occ. Permits	Tabled.
AEDs	Waiting for additional information on pricing from other sources. Tabled until additional information is obtained.
Vacancies: 1 – Planning Commission	No additional names were brought forward at this time.

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

VISITORS				
Name	Topic	Resolution		
	Motion	First	Second	Action

EXECUTIVE SESSION NEEDED?	
Yes/No	Requested By
Yes	

CORRESPONDENCE				
Name	Topic	Resolution		
	Motion	First	Second	Action

MINUTES				
Minutes of:	Additions/Corrections/Motion	First	Second	Action
09/08/2020	Motion to approve.	Lambert	Clutter	Carried
09/21/2020	Motion to approve.			

MAYOR: GREGG HARTUNG				
Report		Discussion/Follow-Up		
See Mayor's Report				
AARP Tax Services	AARP contacted the Borough about potential locations to have free tax service. Woodland Valley Church was suggested. Mars UP Church was also suggested. Hartung will check with them.			
Adams Township Halloween Parade		Hartung stated Adams Township requested a Mars Borough Police Car participate.		
New manager of Cranberry Eagle		Requested info about any events.		
Article about Robotics Team		Will be released soon.		
Motion		First	Second	Action

SOLICITOR: CHRIS REESE				
Report		Discussion/Follow-Up		
Paving agreements.		Finalized for signatures with property owners.		
Code Enforcement Officer	Reese stated he had advised the Code Enforcement Officer on several issues that are being handled in the Borough.			
Motion		First	Second	Action

SECRETARY / TREASURER: BONNIE FORSYTHE				
Report		Discussion/Follow-Up		
Approval of Expenses & Payroll				
Late Fees & Water Shut-Offs for Q4-2020		Council agreed that going back to charging late fees and shutting off water would be appropriate.		
Asyst Quote for Meter Management Set Up		Forsythe explained that the set up was necessary in order to make the software functional.		
2020-Q3 PLGIT Reserve Transfer		For Council's information.		
Motion		First	Second	Action
Motion to return to regular water billing procedures.		Bost		Carried
Motion to approve quote of 4 hours at \$180/hr for Asyst to perform set up for Meter Management.				Carried
Motion to pay bills in the amount of \$69,037.24.		Price	Lambert	Carried (Fleming abstained)
Motion to approve September Payroll and Payroll Taxes in the amount of \$24,848.69.		Price	Bost	Carried
Motion to approve having Borough Owned Properties Revaluated by Industrial Appraisal in the amount of \$4,500.00 by year end		Bost	Price	Carried

COUNCIL PRESIDENT: MIKE FLEMING	
Report	Discussion/Follow-Up
Easements needed for Stormwater Work	Fleming stated Reese would need to create easements for two properties that need work for storm drain repairs/improvements.

Adams Township Street Line Painting	John Hawk (Adams Twp. Street Foreman) contacted Fleming and asked if Mars Borough would like them to continue painting traffic lines when their streets cross into the Borough. No members of Council objected.		
Motion	First	Second	Action

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

BUDGET & FINANCE: BRAD PRICE			
Budget	Monthly Bills	Pensions	
Report		Discussion/Follow-Up	
Motion	First	Second	Action

PARKS & RECREATION / CELEBRATIONS: JULIE SCHULTHEIS			
Fields & Parks	Field & Park Maintenance	Special Events	
Report		Discussion/Follow-Up	
Motion	First	Second	Action

PUBLIC SAFETY: CHRISTINE CLUTTER			
Police	CBA	Emergency Management	Zoning Code Enforcement Building Permits
Report		Discussion/Follow-Up	
Emergency Management Meetings		Clutter will have to attend upcoming meetings with the County.	
Radios		Radios are fully in use with Adams Area Fire.	
Flood Plain	Clutter mentioned stated this would be discussed at County meetings. Fleming stated the Borough should take a close look if they want to expand the Flood Plain because it will not serve the residents.		
Emergency Management Plan	Fleming recommended adopting the County's plan. Clutter stated she was told the Borough was included in Adams Township's plan. Forsythe talked with Candy at Adams Township and she requested a copy of their plan for the Borough but it has not been received.		
Junk Yard	Lambert brought up the fact that the Lube Pro property has become like a junk yard and there is no place for people to park, causing people to blindly back out onto Crowe Avenue.		
Motion	First	Second	Action

STREETS: RICK FOSTER			
Streets	Vehicles & Equipment	Buildings	
Report	Discussion/Follow-Up		
Paving	Streets will be done first. Then parking lot will be done. Line striping can be done to accommodate either 9-foot or 10-foot wide parking spaces.		
Side-by-Side with Snowplow	Lambert explained it would not use as much gas and could get into places the trucks cannot. Can also be used on fields, courts, etc.		
Motion	First	Second	Action

WATER: BILL LAMBERT			
Water System & Infrastructure	Water Plant	Reservoirs	
Report	Discussion/Follow-Up		
USA Bluebook Quote for Water Plant Equipment	Equipment will ultimately allow the level of chlorine to be lowered by injecting permanganate (?) into the system.		
Crowe Avenue Water Line	Two significant water breaks have been fixed on Crowe Avenue in the last few months. Fleming believes it is time to get an estimate of what it would cost to have a company come in and replace the line under Crowe Avenue.		
Motion	First	Second	Action
Motion to purchase the necessary items from USA Bluebook for permanganate at Water Plant, at a cost of \$1,463.73 (?).	Schultheis	Clutter	Carried

CLOSING ACTIONS				
Motion		First	Second	Action
To go into Executive Session	Time: 8:17 PM	Lambert	Schultheis	Carried
To come out of Executive Session	Time: 9:03 PM	Lambert	Price	Carried
Items discussed in Executive Session: Personnel Issues				
To Adjourn		Lambert	Price	Carried

REPORTS FILED	
Report	Date
Mayor's Report	10/05/2020
Bills for Payment	10/05/2020

Submitted by