



Mars Borough

Meeting Minutes: **January 18, 2021**

(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) ("tc" indicates teleconference attendance) | | |
|---|------------------|--|
| x | Rob Bost | Council Vice President Administration, HR |
| x | Chris Clutter | Council Pro Tem Public Safety |
| x | Mike Fleming | Council President |
| tc | Rick Foster | Streets |
| tc | Bill Lambert | Water |
| x | Brad Price | Budget, Finance |
| x | Julie Schultheis | Parks & Rec, Celebrations |
| x | Gregg Hartung | Mayor |

| EMPLOYEE / PROVIDER ATTENDANCE ("x" indicates present) ("tc" indicates teleconference attendance) | | |
|---|--------------------|-----------------------|
| 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 |
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| ITEMS FOR DISCUSSION: | |
|-----------------------------|---|
| Item | Discussion/Status |
| Tax Collector Fees | Pomeroy requested an increase in two of her fees. It was suggested that an ordinance may be required. Reese verified that one of the fees was already set in the Code to the new cost she was requesting. The other, he believes, can be set by resolution. A resolution will be prepared. |
| Church Property | Jeff Beckstead from Mars Robotics is interested in the basement of the church for students to use, where they can meet and hold various groups. Meetings would be in the evenings. Looking for 4 to 5 nights per week. They would be looking at a month-to-month lease. Their board has approved up to \$500/month. Schultheis met with John Wills and Don Seaton at the church with one of their clients who is interested in the space for a community center. Bost reminded everyone that the Robotics group was looking for something as soon as possible, and on a month-to-month basis, but that wouldn't specifically exclude another group at a later time. |
| Duncan Alley | Brian Cooper, owner of Salvaged PGH is requesting to permanently change the traffic pattern from one way to two-way traffic. Fleming stated it would be a matter of PennDOT approving the switch and advised that Cooper call the PennDOT District 10 representative to request the change. |
| Email from Emma Hannan | Sophomore from Mars High School requested information as to whether there the Borough had any unpaid internships available. Bost and Forsythe will make time to speak with Hannan. |
| Municipal Outreach Meetings | Reminder that a Municipal Outreach meeting will be held by the County once per month through June. |
| Letter from Luke D'Amato | Letter states he wants to be on the board with no further information given. |

| REPORTS: | |
|------------------------|--|
| Department | Report |
| Mayor | Reviewed Police Report. Requesting that a representative from Innovative Public Safety attend the next meeting to outline what they could do for the Police Department regarding their IT requirements. Hartung would like to attend a class presented by PSATS (How Effective Communication Can Help Implement Community Planning) at a cost of \$45. |
| President | Nancy Houdack, a Library board member contacted Russ Ford (Adams Township Supervisor) and Fleming about what will be done for the Library, if grants will be applied for, etc. A suggestion to have a meeting with all of the communities and the Library, to determine what their needs are, was made. A meeting may be scheduled on February 22, 2021. Fleming stated that even if the Library is the one holding the meeting he believes the Borough should advertise the meeting because Council would be there in an official capacity. |
| Secretary/ Treasurer | Right-to-Know Request. Email was sent out to Council and a response is required in order to verify no one has additional information. Update on DEP Violation Letter (MS4). KLH has agreed to do work and has received a reply from the PA DEP that they will grant a one-month extension. Ethics Commission Paperwork was presented to Council. It is due May 1, 2021. 2019 Audit Received & presented to Council. Hiccup in first Payroll of 2021. Certain deductions weren't made, but employees have been informed and the corrections will be made. Forsythe will have employees sign paperwork for the deductions. |
| Administration & HR | Deadlines for agenda items – suggestion to set a deadline to ensure items are addressed appropriately and in a timely matter without overwhelming Council. Format of two types of meetings – concern that the purpose of having two meetings isn't working. Decision that the Public can attend each meeting, but Agenda meetings are for Council to discuss issues and the Public can address concerns at the first meeting of each month (Council meetings). Additionally, that items should be addressed by departments/employees and only after not reaching a suitable resolution that it come before Council. Adhering to time limits. Andrew Schultheis – tabled for the next meeting. |
| Budget & Finance | 2019 Audit – Price recommended reviewing the audit more in-depth at the next meeting. |
| Code Enforcement | Fleming asked for an update on Stevick property where a house fire damaged the property. Code Enforcement Officer was working with him after the process to condemn the property was started. |
| Police | Written report provided to Council by OIC Beau Sneddon. |
| Public Works – Streets | Nothing to report. |
| Public Works – Water | Public Works repaired three water breaks in the last few weeks. Enclosure around generator is almost complete. The generator is operational however the natural gas service needs to be updated to provide the level of natural gas that is necessary to run it. |
| Parks / Recreation | Fleming noted a piece of equipment was pulled out to the middle of the field and left there. It should be returned to the side of the field. Schultheis said she would coordinate with Public Works to get the equipment off the field. |

| MOTIONS | FIRST | SECOND | ACTION |
|---|--------------|---------------|---------------|
| Motion to pay \$45 for Mayor Hartung to attend PSATS seminar (How Effective Communication Can Help Implement Community Planning). | Clutter | Schultheis | Carried |

| CLOSING ACTIONS | | | | |
|---|----------------|---------|------------|---------|
| Motion | | First | Second | Action |
| To go into Executive Session | Time: 8:45 PM | Clutter | Price | Carried |
| To come out of Executive Session | Time: 10:00 PM | Clutter | Schultheis | Carried |
| Items discussed in Executive Session: Personnel Issues. | | | | |
| To Adjourn | Time: 10:01 PM | Clutter | Schultheis | Carried |

Submitted by