



# Mars Borough

Meeting Minutes: **May 3, 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
	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) ("tc" indicates teleconference attendance)		
x	Bonnie Forsythe	Secretary / Treasurer
x	Patricia Madaffari	Assistant Secretary
	Ed Dorsey	Public Works Foreman
	Allen Russell	Code Enforcement
	Beau Sneddon	Officer in Charge
	Renea Pomeroy	Tax Collector
x	Chris Reese	Solicitor

## OLD BUSINESS:

- Letter of Agreement regarding Marburger concession stand: Schultheis stated there was no update.

## NEW BUSINESS:

- Visitor: John Podolak, organizer of the Car Cruise, discussed the events and logistics of the Car Cruise scheduled for July 31<sup>st</sup>. He stated that there will be a SEMA display, food trucks (on the request of the local business merchants), 2 bands, 3 DJs and shuttle buses. He advised that the insurance for the event will be provided via the Mars Borough Chamber of Commerce. Podolak asked Council to approve the street closures from 9:00 AM – 9:00 PM. A rain date was discussed and would be either August 1<sup>st</sup> or August 8<sup>th</sup>.
- Police report/update by OIC Beau Sneddon: Sneddon reviewed the email quoting IT services, computer security and preventive maintenance (email attached). Sneddon "strongly urged" Council to purchase an AED. Discussed and asked Council to double the budget amount for the ammunition purchase for this year. Sneddon advised Officer Conrad (a part-time Mars Boro police officer) is trained as a Certified Defensive Tactical Officer. Sneddon is sending a letter to MOPEC (Municipal Police Officers Training & Education Community) requesting to have Conrad certified to train the Boro's police officers can be certified in defensive tactics. Sneddon stated he wants to get 2008 & 2009 patrol cars evaluated to be put in service to be used back-up vehicles. Fleming volunteered to have his auto shop evaluate these cars, complimentary.
- Mayor's report: Hartung advised that he and Schultheis met to discuss getting volunteers to coordinate and organize the 4<sup>th</sup> of July parade, the car show is scheduled on July 31<sup>st</sup>; Mars New Year drone show is scheduled for August 27-28; Brewfest is scheduled for September 18<sup>th</sup> and Applefest is scheduled on October 2<sup>nd</sup>. Hartung advised the Historical Society will be open on Fridays, beginning May 7<sup>th</sup> along with giving train rides.
- Fleming advised Geyer will be excavating on the wall section of the that the curb stop located at the corner of Irvine Street and Grand Avenue. (The curb stop is dislodged). Geyer asked Fleming where the curb stop debris could be dumped. Fleming stated he will talk with Dorsey, Public Works Foreman, about dumping the debris at the Anderson water plant location. Schultheis stated she wanted to go on record "that I oppose any additional work on Geyer's property and I regret OK'ing the previous project."
- Review correspondence received: Mars Library donation card for Cookie's son, ARMCO CU grand opening invitation & Amy Marcinkiewicz.

- Solicitor's report: Reese drafted 2 easements to accommodate the storm water pipe/box project on the Wagner's & Shidemantle's property. He stated no survey was done because the visibility of the storm box and that Dorsey, Public Works Foreman, the easements were "OK." Reese advised the property owners should review the easements and then sign.
- Office Staff: Reese advised that Forsythe did not need a new resolution just to pass a motion to reapprove Forsythe's resolution #15. Hire Jamie Kochik to work 3 days/week "up to but not to exceed 32 hours/week". Job descriptions were discussed and subchapters of the Borough Code were reviewed. It was decided to have Kochik added to the bank's signature card.
- Borough office/Council meetings locations: Council members discussed to move the two monthly council meetings to the Education Building beginning with the meeting scheduled on June 7<sup>th</sup>.
- Equipment needs for staff: Council set a goal of moving to the Education Building in 2 months.
- July 4<sup>th</sup> planning: Fireworks, Parade, Other?: Schultheis volunteered to organize the July 4<sup>th</sup> parade.
- Paul Smith's letter of resignation from Breakneck Sewer Authority. Council reviewed the resignation letter of Smith followed by a discussion of two residents who would be qualified to serve. The residents named were Keith Magness and Kevin Noonan.
- Madaffari advised that she talked with Pam, owner of Mars Candy Land, and she planned another grand opening and had a food truck scheduled for May 8<sup>th</sup>. Schultheis will confirm the food truck owner has a current license along with the time and location of the food truck.
- Approve meeting minutes dated, April 19<sup>th</sup>. Approved.
- Review/approve Joseph Squire's email to transition from serving on the Planning Commission to serving on the Zoning Hearing Board: Council reviewed Squire's email, dated April 30, 2021

MOTIONS	FIRST	SECOND	ACTION
To approve requests for street closures and to accommodate logistics of the Car Cruise scheduled for July 31 <sup>st</sup> .	Clutter	Schultheis	Carried
To approve a "rain date" as August 1 <sup>st</sup> or August 7 <sup>th</sup> as rain dates for the Car Cruise.	Clutter	Price	Carried
To approve the purchase of ammunition at double amount and volume allotted in the budget.	Schultheis	Clutter	Carried
To approve food truck scheduled on May 8 <sup>th</sup> with parking on the corner of Pittsburgh Street and Grand Avenue against the curb at the spaceship.	Price	Schultheis	Carried
To authorize Fleming to sign on behalf of the Borough regarding the easements on the properties of the Wagner residence and Shidemantle's.	Schultheis	Bost	Carried
To reaffirm Resolution #15 regarding Bonnie Forsythe's employment as previously established in January, 2021 through this calendar year	Schultheis	Clutter	Carried
To approve Resolution #25 regarding employment Jamie Kochick with the correction of wages and and to work work 3 days but not to exceed 32 hours/week at a base rate of \$16.00/hour.	Price	Schultheis	Carried
Extend invitation to Keith Magness to finish Paul Smith's tenure on the Breakneck Creek Sewer Board.	Bost	Clutter	Carried
Extend invitation to Kevin Noonan to determine his interest on serving on Mars Borough's Planning Commission.	Schultheis	Clutter	Carried
To confirm Joseph Squire's transfer from the Planning Commission to serve on the Hearing Zoning Board.	Price	Schultheis	Carried
To approve meeting minutes dated April 19, 2021	Clutter	Lambert	Carried

CLOSING ACTIONS				
Motion		First	Second	Action
To go into Executive Session	Time: 9:10 PM	Price	Clutter	Carried
To come out of Executive Session	Time:			
Items discussed in Executive Session: Personnel Issues.				
To Adjourn	Time:			

Submitted by: Tricia Madaffari