



# Mars Borough

## Meeting Minutes

(Visitors/Speakers are asked to limit their presentations to 5 minutes during Public Meetings.)

**Meeting Date:** June 6, 2022

**Call to Order:** 7:00 PM, with the Pledge of Allegiance.

ELECTED OFFICIALS ATTENDANCE ("x" indicates present) ("tc" indicates teleconference attendance)		
	Rob Bost	Council Vice President Administration, HR
x	Chris Clutter	Council Pro Tem Public Safety
x	Mike Fleming	Council President
x	Bill Lambert	Water
x	John McWilliams	Streets
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
	Jamie Kochik	Assistant Sec. / Treas.
	Amy Brown	Assistant Sec. / Treas.
	Ed Dorsey	Public Works Foreman
	Allen Russell	Code Enforcement
	Mark Lint	Officer in Charge
x	Chris Reese	Solicitor
	Renea Pomeroy	Elected Tax Collector

VISITORS:	
Name(s) / Organization	Topic

PUBLIC COMMENT TO SPEAK ABOUT STORMWATER MS4 ISSUES:	
Name(s) / Organization	Topic

BID OPENINGS:	
Bid for:	Bids Received:
Hotbox Bid Opening	One bid received. (1) Seal Master – \$26,791.00. Bid was discussed.
Curb Bid Opening	Two bids received. (1) Bronder Technical (bid for curb and sidewalk) – \$37,786.00 (2) Shields Paving (bid for curb and sidewalk) – \$54,235.00 Bids were discussed. Council was only interested in curb work, not the sidewalk.

MOTIONS	FIRST	SECOND	ACTION
Motion to add bid openings to agenda.	Clutter	Schultheis	Carried
Motion to accept bid of \$26,791.00 from Seal Master.	McWilliams	Lambert	Carried
Motion to reject two bids for curbs.	Lambert	Fleming	Carried
Motion to approve meeting minutes from 05/02/2022 and 05/16/2022.	McWilliams	Clutter	Carried
Motion to approve expenses through May 31, 2022 in the amount of \$48,459.30.	Lambert	Price	Carried (Fleming abstained)

<b>MOTIONS (cont.)</b>	<b>FIRST</b>	<b>SECOND</b>	<b>ACTION</b>
Motion to approve payroll expenses for the month of May 2022 in the amount of \$34,269.35.	Price	Clutter	Carried (Schultheis abstained)
Motion to approve the Innovative Public Solutions service contract for IT services for the Police Department, beginning June 1, 2022 and running for 12 months, in the amount of \$395 per month.	Clutter	Schultheis	Carried
Motion to move forward with an interest-only 6-month time note at the Wall Street Journal Prime Rate + 1.00% from Armco Credit Union for Leaf Vac Truck.	Tabled		
Motion to add Aspire Agreement discussion to Agenda.	Schultheis	Fleming	Carried
Motion to enter into the updated consultant agreement with Aspire for 12 months as of 06/06/2022.	McWilliams	Schultheis	Carried
Motion to add Mars Farm Market letter to agenda.	Clutter	Lambert	Carried
Motion to have Public Works hang Mars Farmer's Market banner during periods of time when other banners are not hung, during the summer months.	Schultheis	Clutter	Carried

<b>OLD / ON-GOING ITEMS FOR DISCUSSION:</b>		
Item	Submitted by:	Discussion / Status
Sale of Church Street Property	Lambert	Reese verified the process that the Borough would have to go through in order to sell the property. A resolution would need to be voted on. If sold for more than \$6,000.00, sealed bids must be accepted, or it must be publicly auctioned. The Council can reject any, and all, bids if below fair market value. Any bidder would have to pay in full within 60 days. Schultheis asked if a deed search would be required. Fleming suggested to table until more info could be gathered.
Thomas Tree Service	Tabled from 05/02/2022 Meeting	Tree removal at two locations: (1) Lincoln Ave. Parking Lot, for \$5,250.00 and (2) 428 Beaver St. for \$2,700.00, for a total of \$7,950.00. Fleming wondered if the Lincoln Avenue trees had been surveyed to make sure they were on Borough property. Fleming stated that the Beaver Street trees are on a property that work will be done on and he would like to wait until an easement / right-of-way is obtained. Discussion tabled until 06/20/2022 meeting.

<b>NEW ITEMS FOR DISCUSSION:</b>		
Item	Submitted by:	Discussion / Status
Mars Farm Market Banner	Angela Tyler	The farmers market would like to have a banner put up where the July 4 <sup>th</sup> and Applefest banners are hung. She requested Council approve the banner so Public Works could hang it.
Draft of Paving Ordinance	Chris Reese	Reese drafted a paving regulations ordinance, as well as some supporting materials and examples. Reese recommended that any ordinance that is passed include language that states changes can be made by resolution to avoid additional costs in the future.

<b>REPORTS:</b>	
Department	Report
Mayor	<p>Hartung presented an updated Aspire Consultant Agreement to Council for their consideration. It would go into effect for 12 months from acceptance. Hartung spoke with a resident who lives on Grand Avenue who complained about a box that was placed on the pole outside of his residence, and it is interfering with his television reception. There is also a notice added to the pole but there is nothing to indicate who put it up or who the box belongs to. The resident said they called Armstrong and North Pittsburgh, and both said the box was not theirs. Hartung suggested contacting the power company to see if they know who may have put it up.</p> <p>Hartung and Fleming met with Jerry Oliver about potential signage that he would give to the Borough in exchange for his ads being run. A proposal will be sent for Council to review. Fleming suggested everyone go and look at the one on Ace Hardware's exterior in Evans City.</p> <p>Hartung asked about purchasing barriers for use during events because Brew Fest is coming up and barriers are needed for closing streets. Dorsey simply needs direction on which ones Council wants purchased.</p> <p>Hartung met with Josh Clement to continue work on MS4 report.</p>
Police	Report provided to Council.
Secretary / Treasurer	Budget update provided to Council.
Public Works	
Code Enforcement	Code Enforcement report provided to Council.

<b>EXECUTIVE SESSION:</b>				
Requested by:	Topic(s):			
McWilliams	Public Works Personnel			
Hartung	Police Personnel			
Motion		First	Second	Action
To go into Executive Session	Time: 8:43 PM	Clutter	Lambert	Carried
To come out of Executive Session	Time: 9:22 PM	Clutter	Schultheis	Carried

<b>CLOSING ACTIONS:</b>				
	Motion	First	Second	Action
To Adjourn	Time: 9:25 PM	Clutter	McWilliams	Carried

Submitted by: Bonnie Forsythe, Secretary/Treasurer