



Mars Borough

Council Meeting Agenda: *May 2, 2016*

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

Elected Officials Attendance <small>x indicates present</small>					
	Name	Office/Committee		Name	Office/Committee
x	Rob Bost	<i>Vice President</i> Administration & Finance Public Safety & Human Resources	x	Brad Price	Administration & Finance
x	Chris Clutter	Public Safety & Human Resources	x	Julie Schultheis	Administration & Finance
x	Mike Fleming	<i>President</i> Public Works		Doug Weinrich	Public Safety & Human Resources Public Works
x	Rick Foster	<i>Chairman Pro Tem</i> Public Works	x	Gregg Hartung	Mayor

Employee/Provider Attendance <small>x indicates present</small>					
	Name	Position		Name	Position
	Ed Dorsey	Public Works Foreman		Cathy Talento	Secretary/Treasurer PT
	Greg Szypulski	Public Works	x	Leigh Anne Lord	Secretary PT
	Jim Louis	Public Works	x	Chris Reese	Solicitor
	Nathan Sergent	Public Works		Kevin Radford	Police Chief
x	Richard Mannas	Code Enforcement			

Visitors			
Name	Topic	Resolution	
Jan Gardner	Truck damage to Clay Ave sidewalk near house	Check with delivery companies for alternate route via Hutchman	
	Work on back patio halted as resident told it was taking it too long	Do a piece at a time	
Jen and Leah Fleming	Rec'd certificate for outstanding efforts as July 4th Coordinator		
Motion		First	Second

Executive Session Needed?	
Yes/No	Requested By
Yes	Mr. Price

Correspondence		
Name	Topic	Resolution

Secretary: Leigh Anne Lord				
Report		Discussion/Follow-Up		
Personnel files		Send policy to legal for review		
Email correspondence		Borough council to include both secretaries on all email correspondence		
Motion		First	Second	Action

Administration & Finance Committee: Bost, Price, Schultheis					
Main Office	Budget	Monthly Bills	Water Billing	Parks & Special Events	Public Relations
Report			Discussion/Follow-Up		
Office computer issues			Admin cmte to discuss once third bid is received		
Update on parks			Specific to Clay Ave park; 1 st round bids rec'd and too high, awaiting 2 nd round		
Tax collector expenses			Reimbursement approved; next budget include line item for expenses. Need to determine if computer belongs to Borough		
Start "to do" list for budget prep later this year			Mr. Price to maintain list		
1 st payment (tax & donation) for 2016 to library and fire department sent					
Pension plan update			Executive committee		
Motion			First	Second	Action
To approve this month's bills for payment in the amount of \$51478.87			Bost	Price	passed

Public Works: Foster, Fleming, Weinrich						
Streets	Beaver Street Project	Water System	Equipment	Buildings	Field/Park Maintenance	Vehicles
Report				Discussion/Follow-Up		
More work continues on Lincoln						
Stanton and Pearl Ave work to fix sinking of road						
Motion				First	Second	Action

Public Safety & Human Resources: Clutter, Weinrich, Bost					
Police	Code Enforcement	Pensions	Payroll	Human Resources	
Report			Discussion/Follow-Up		
Updated report format for Police Report			Format to show transparency of overtime		
Letter to building owners in business district re: parking enforcement			2hr parking enforcement		
# buildings in business district and required parking spaces			Audit ongoing		
Need to hire more PT police			Advertise for 2 PT police officers through normal channels and put on website		
Code Enforcement monthly report			No major issues		
Evaluations			Tabled for the moment		
Office cleaning personnel			Advertise for cleaning personnel; develop list		

	of duties		
Motion	First	Second	Action

Closing Actions			
Motion	First	Second	Action
To go into executive session	Clutter	Schultheis	passed
To come out of executive session	Bost	Clutter	passed
Items discussion in Executive Session: Personnel issues; Motion to pay for fireworks (Clutter, Schultheis, passed)			
To Adjourn	Price	Bost	passed

Submitted by Leigh Anne Lord

Reports Filed	
Report	Date
Bills for Payment	x
Police Chief	x
Public Works Foreman	x
Code Enforcement	
Administration Committee	
Public Works Committee	
Finance Committee	