



# Mars Borough

Council Meeting Minutes: **June 3, 2019**

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

| ELECTED OFFICIALS ATTENDANCE (x indicates present) |               |   |    |                  |   |
|--|---------------|---|----|------------------|---|
|  | Name          | Office/Committee  |    | Name             | Office/Committee                                |
| x  | Rob Bost      | Vice President<br>Administration & Finance Chair<br>Public Safety & Human Resources | x  | Brad Price       | Administration & Finance                        |
| x  | Chris Clutter | Public Safety & Human Resources<br>Chair  | tc | Julie Schultheis | Chairman Pro Tem<br>Administration & Finance    |
| x  | Mike Fleming  | President<br>Public Works   |    | Doug Weinrich    | Public Safety & Human Resources<br>Public Works |
|  | Rick Foster   | Public Works Chair  | x  | Gregg Hartung    | Mayor   |

| EMPLOYEE / PROVIDER ATTENDANCE (x indicates present) |                |                      |   |                    |                     |
|--|----------------|----------------------|---|--------------------|---------------------|
|  | Name           | Position             |   | Name               | Position            |
|  | Ed Dorsey      | Public Works Foreman |   | Bonnie Forsythe    | Secretary/Treasurer |
|  | Greg Szypulski | Public Works         | x | Patricia Madaffari | Secretary           |
|  | Jim Louis      | Public Works         | x | Chris Reese        | Solicitor           |
|  |                |                      |   | Kevin Radford      | Police Chief        |

| VISITORS  |   |   |        |         |
|---|---|---|--------|---------|
| Name  | Topic                                   | Resolution  |        |         |
| Rob Fester<br>Butler Eagle<br>County League<br>(Mars Baseball)  | Baseball<br>Field                       | Wants to make sure that the Adult baseball stays in Mars. Would like to have the field through August 15 <sup>th</sup> . Schultheis stated this year's schedule has already been set and, Football has scheduled the field in August, but discussions about next year and future years can be had because no contracts have been signed. Schultheis stated she would be available to talk to Fester to arrange for 2020 and beyond. Fester suggested that he be the main point of contact for both teams. |        |         |
| Russ Howells  | Water for Pine<br>Avenue<br>Development | Fleming stated test have revealed with specific upgrades to the existing line, including looping the line, that were recommended by KLH, it is feasible to supply water to the development. A letter of intent to be supplied by Borough that includes requirements and   |        |         |
| Motion  |   | First   | Second | Action  |
| Issue letter of intent to Howells to provide water service to development at the end of Pine Avenue, with the understanding that the Borough's terms and conditions be met. |   | Bost  | Price  | Carried |

| EXECUTIVE SESSION NEEDED? |              |
|---------------------------|--------------|
| Yes/No                    | Requested By |
| Yes                       | Price        |

| CORRESPONDENCE |       |            |        |        |
|----------------|-------|------------|--------|--------|
| Name           | Topic | Resolution |        |        |
|                |       |            |        |        |
| Motion         |       | First      | Second | Action |
|                |       |            |        |        |

| <b>MINUTES</b> |                              |         |        |         |
|----------------|------------------------------|---------|--------|---------|
| Minutes of:    | Additions/Corrections/Motion | First   | Second | Action  |
| 05/06/2019     | Motion to approve.           | Clutter | Bost   | Carried |

| <b>MAYOR: GREGG HARTUNG</b> |                      |        |        |
|-----------------------------|----------------------|--------|--------|
| Report                      | Discussion/Follow-Up |        |        |
| No report provided.         |                      |        |        |
| Motion                      | First                | Second | Action |
|                             |                      |        |        |

| <b>SOLICITOR: CHRIS REESE</b> |   |        |        |
|-------------------------------|---|--------|--------|
| Report                        | Discussion/Follow-Up  |        |        |
| MS4 Easements                 | Work is continuing on easements where MS4 work is projected to take place. Reese wants to be as specific as possible due to the nature of the work and longevity of terms of the easements. |        |        |
| Motion                        | First   | Second | Action |
|                               |   |        |        |

| <b>COUNCIL PRESIDENT: MIKE FLEMING</b>   |                                       |        |         |
|--|---------------------------------------|--------|---------|
| Report   | Discussion/Follow-Up                  |        |         |
| Car Show Approval  | Insurance is to come through Chamber. |        |         |
| Motion   | First                                 | Second | Action  |
| Motion to approve car show on 7/27/19, with Grand Avenue closed from Marshall Way to Hook Street, from 4 PM to 9 PM. | Fleming                               | Bost   | Carried |

| <b>SECRETARY / TREASURER: BONNIE FORSYTHE</b> |  |        |        |
|---|--|--------|--------|
| Report  | Discussion/Follow-Up   |        |        |
| Midwestern Intermediate Unit Lease            | Discussion on whether an agreement could be made when Borough does not yet own it. Price would like the SQ. FT rate to change. Borough would honor existing lease agreement with Church (basement & 2 <sup>nd</sup> floor only), with utilities to be discussed later. Bost will draft a letter of intent. |        |        |
| Motion  | First  | Second | Action |
|   |  |        |        |

| <b>ADMINISTRATION &amp; FINANCE COMMITTEE: BOST, PRICE, SCHULTHEIS</b>  |   |   |                      |                        |                  |  |
|---|---|---|----------------------|------------------------|------------------|--|
| Main Office   | Budget  | Monthly Bills   | Water Billing        | Parks & Special Events | Public Relations |  |
| Report  |   |   | Discussion/Follow-Up |                        |                  |  |
| Dutilh Church Property Update   |   | New Sales Agreement and Terms, with financing through the Church. |                      |                        |                  |  |
| Bill Clarification  | Price asked about several bills. What was Compugig bill for? (Fixing server issue.) Are we reimbursed for Mr. John bills for Clay Avenue Park? No, it is a public park. |   |                      |                        |                  |  |
| Clay Ave Park   | Schultheis stated the girls' softball team lost refrigerator(s), food, drinks when field flooded.   |   |                      |                        |                  |  |
| Motion  |   |   | First                | Second                 | Action           |  |
| Motion to approve & pay bills in the amount of \$54,690.07.   |   |   | Price                | Clutter                | Carried          |  |
| Motion to approve payroll disbursements & payroll taxes for April 2019 in the amount of \$29,160.68.  |   |   | Price                | Fleming                | Carried          |  |
| Motion to approve new Sales Agreement for the purchase of Dutilh Church, Education Building, and two parking lots for \$325,000, \$65,000 of which has already been paid as a security deposit, and financing of \$260,000 by Dutilh Church using a 10 year amortization schedule on a five (5) year term with an annual interest rate of 5% and a balloon payment after five (5) years; and to assume the lot line revision costs of Parsonage property to obtain the narrow strip of land next to the Education Building; and to close on or before July 15, 2019; and subject to DCED approval, with the return of the \$65,000 security deposit if DCED approval is not met and the purchase cannot take place. |   |   | Price                | Bost                   | Carried          |  |

|  |            |      |         |
|--|------------|------|---------|
| Motion to authorize G. Michael Fleming to execute purchase agreement and any other necessary documents needed for the purchase of the Dutilh property. | Schultheis | Bost | Carried |
|--|------------|------|---------|

| <b>PUBLIC WORKS: FOSTER, FLEMING, WEINRICH</b>     |              |   |           |                        |          |
|--|--------------|---|-----------|------------------------|----------|
| Streets  | Water System | Equipment   | Buildings | Field/Park Maintenance | Vehicles |
| Report   |              | Discussion/Follow-Up  |           |                        |          |
| Pittsburgh Street Water Line (PennDOT) Work Update |              | Fleming detailed the overnight work done by borough employees. He also was there and assisted with work. Price thanked Fleming for his willingness to do the work and asked if the Borough could do anything for Employees. Clutter stated gifts cannot be given to employees using public funds. |           |                        |          |
| Water Plant Upgrade                                |              | Media has been delivered and work is scheduled to begin Tuesday of this week. Work should take three to four days.  |           |                        |          |
| Hiring 2 Part Time Employees                       |              | Price mentioned speaking to someone in his coffee shop that might be interested. He will forward an application.  |           |                        |          |
| Motion   |              | First   | Second    | Action                 |          |
|  |              |   |           |                        |          |

| <b>PUBLIC SAFETY &amp; HUMAN RESOURCES: CLUTTER, WEINRICH, BOST</b> |                  |  |         |                 |
|---|------------------|--|---------|-----------------|
| Police  | Code Enforcement | Pensions   | Payroll | Human Resources |
| Report  |                  | Discussion/Follow-Up   |         |                 |
| CBA (letter and email correspondence attached)                      |                  | To meet June 17 <sup>th</sup> w/ Officer Schmid  |         |                 |
| Possible need to hire additional police officers                    |                  |  |         |                 |
| Structure of Police Department                                      |                  | Price recommended having two officers in charge. Bost pointed out that there needs to be one person in charge, so officers know who to go to and to avoid confusion. Further discussion to occur in Executive Session. |         |                 |
| New Code Enforcement Officer  |                  | Price asked if Borough is paying mileage for her to come from home. Discussion on need for clarification of her wages and mileage. Need for Resolution discussed.  |         |                 |
| LubePro   |                  | Code Enforcement Officer is to visit property with Chief of Police.  |         |                 |
| Motion  |                  | First  | Second  | Action          |
|   |                  |  |         |                 |

| <b>CLOSING ACTIONS</b>               |   |       |         |         |
|--------------------------------------|---|-------|---------|---------|
| Motion                               | Time  | First | Second  | Action  |
| To go into Executive Session         | 8:44 PM   | Price | Clutter | Carried |
| To come out of Executive Session     | 9:42 PM   | Bost  | Price   | Carried |
| Items discussed in Executive Session | Personnel issues, potential real estate transactions. |       |         |         |
| To Adjourn                           |   | Bost  | Price   | Carried |

| <b>REPORTS FILED</b> |                  |
|----------------------|------------------|
| Report               | Date             |
| Mayor's Report       |                  |
| Bills for Payment    | 06/03/2019       |
| Police Chief         |                  |
| Public Works Foreman |                  |
| Code Enforcement     | May Activity Log |
| Budget Update        |                  |

Submitted by