



Mars Borough

Agenda Meeting Minutes: **January 20, 2020**

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

ELECTED OFFICIALS ATTENDANCE (x indicates present)		
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
	Julie Schultheis	Parks & Rec, Celebrations
x	Gregg Hartung	Mayor

EMPLOYEE / PROVIDER ATTENDANCE (x indicates present)		
x	Bonnie Forsythe	Secretary / Treasurer
	Patricia Madaffari	Assistant Secretary
	Ed Dorsey	Public Works Foreman
	Sandra Cox	Code Enforcement
	Beau Sneddon	Officer in Charge
	Renea Pomeroy	Tax Collector
	Chris Reese	Solicitor

VISITORS				
Name	Topic	Resolution		
No visitors in attendance.				
	Motion	First	Second	Action

EXECUTIVE SESSION NEEDED?	
Yes/No	Requested By
No	

CORRESPONDENCE				
Name	Topic	Resolution		
No correspondence.				
	Motion	First	Second	Action

MINUTES				
Minutes of:	Additions/Corrections/Motion	First	Second	Action
N/A				

MAYOR: GREGG HARTUNG	
Report	Discussion/Follow-Up
Received fireworks quote for July 4th.	Council approved of the quote. Hartung recommended to add to the omnibus motion to 02/03/2020 meeting agenda.
Letter is being drafted for Brewfest (June 20, 2020) to accompany LCB application. Parts of Pittsburgh Street & Grand Avenue would be blocked off. Also may need additional police officers.	Council saw no objection. Hartung recommended to add to the omnibus motion to 02/03/2020 meeting agenda.
HGTV Home Town Makeover is looking for towns to "renovate."	Hartung stated he was talking to people to get a submission prepared.
First Mars New Year committee to be on 01/30/2020.	

Police Report & department update.	Hartung stated Sneddon will have reports for Agenda meetings and a finished schedule for Council to review for Council meetings. Hartung also informed Council there may be some later shifts due to reports of suspicious activity in certain areas of town. Mayor and Sneddon are interviewing a possible new officer to fill in open shifts.			
Chatham University is willing to provide two students to help with mapping Breakneck Creek issues in conjunction with MS4 efforts.				
Motion		First	Second	Action

SOLICITOR: CHRIS REESE				
Report		Discussion/Follow-Up		
Motion		First	Second	Action

COUNCIL PRESIDENT: MIKE FLEMING				
Report		Discussion/Follow-Up		
Motion		First	Second	Action

SECRETARY / TREASURER: BONNIE FORSYTHE				
Report		Discussion/Follow-Up		
Transfer of \$30,000 from PLGIT Reserve to Checking		Recommended to add to the omnibus motion to 02/03/2020 meeting agenda.		
Resolution #22 Zoning and Code Enforcement Officer	Discussion on education component in budget. Recommended to add to the omnibus motion to 02/03/2020 meeting agenda.			
Work to Education Building & Church Building	MIU4 tenant contract negotiation that needs to begin soon. Fleming stated he would like an inventory of the church. Walk through needed of the church and education building to look at space for Borough offices & council meeting room. Abatement of asbestos in the church will need to happen before Borough can entertain the idea of tenants occupying space.			
When should employees attend meetings?		To be determined.		
Motion		First	Second	Action

ADMINISTRATION & HR: ROB BOST					
Main Office		Water Billing	Public Relations	Payroll	Human Resources
Report		Discussion/Follow-Up			
Committee Chart for review/discussion.	New chart detailing responsibilities of Council Members in regards to different departments and what individual Council members can do and what needs brought before Council. Purchase orders over \$500 should come back before Council even if the purchases were included in the 2020 budget. Purchase Orders \$500 or less can be approved by Council Members acting as Department Coordinator.				
Motion		First	Second	Action	

BUDGET & FINANCE: BRAD PRICE				
Budget		Monthly Bills	Pensions	
Report		Discussion/Follow-Up		
Motion		First	Second	Action

PARKS & RECREATION / CELEBRATIONS: JULIE SCHULTHEIS				
Fields & Parks	Field & Park Maintenance	Special Events		
Report		Discussion/Follow-Up		
Motion		First	Second	Action

PUBLIC SAFETY: CHRISTINE CLUTTER					
Police	CBA	Emergency Management	Zoning	Code Enforcement	Building Permits
Report			Discussion/Follow-Up		
Motion			First	Second	Action

STREETS: RICK FOSTER				
Streets	Vehicles & Equipment	Buildings		
Report		Discussion/Follow-Up		
Motion		First	Second	Action

WATER: BILL LAMBERT				
Water System & Infrastructure		Water Plant	Reservoirs	
Report		Discussion/Follow-Up		
Replacement of storm pipe on Clark Lane	Storm pipe on Clark Lane needs replaced. It is less expensive to replace the pipe with a smooth pipe than hire someone to clean the corrugated pipe and then have to clean it again in a few years. Fleming stated it he'd like it done before April to help with Spring rain.			
Blue Dump Truck	The blue dump truck is used for plowing so Dorsey is waiting for a clear weather time so it can be taken in for repairs when it's not needed for plowing. Lambert expressed concern that something worse than the known oil leak might be found when repairs begin.			
Possible Water Leak	Dorsey identified a possible location of a leak near reservoir. Chemical tests confirmed the presence of chlorine, indicating a leak. The location of the leak along the line that feeds the reservoir is unclear.			
New Low Service Pump	May become necessary by next year. Approximate cost: \$11,000.00.			
Motion		First	Second	Action

CLOSING ACTIONS				
Motion		First	Second	Action
To go into Executive Session	Time: n/a			
To come out of Executive Session	Time: n/a			
Items discussed in Executive Session: n/a				
To Adjourn at 8:37 PM		Bost	Clutter	Carried

REPORTS FILED	
Report	Date
Bills for Payment	
Police Report	December 2019
Public Works Foreman Report	
Code Enforcement Report	
Administration & Finance Committee	
Public Safety Committee	
Public Works Committee	
Quarterly Budget Update	

Submitted by