



# Mars Borough

Council Meeting Minutes: *February 3, 2020*

**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)		
x	Rob Bost	Council Vice President Administration, HR
x	Chris Clutter	Council Pro Tem Public Safety
x	Mike Fleming	Council President
x	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
x	Chris Reese	Solicitor

OMNIBUS MOTION TO APPROVE THE FOLLOWING ITEMS PREVIOUSLY BROUGHT BEFORE COUNCIL AND DISCUSSED AT PUBLIC MEETINGS:			
Motion	First	Second	Action
Motion to approve a \$30,000 transfer from PLGIT to bank.	Foster	Lambert	Carried
Motion to approve Resolution #22 for Code Enforcement.			
Motion to approve a letter to LCB for BrewFest.			
Motion to accept Fireworks Quote for July 4 <sup>th</sup> Celebration.			
Motion to release ownership of life insurance policies for former employees to the individuals.			
Motion to approve Purchase Order from National Road Utility Supply for Water System Components, including new Handheld, software, licenses, and meters.			

VISITORS			
Name	Topic	Resolution	
Mary Elizabeth Snow, Mars 4-H Group	In attendance to thank Council for use of Dutilh Church & to update Council on their time at the State Farm Show.		
Ed	Library Board Update	Provided an update on the Library and updates that are being made to building. The Library is looking to get a Keystone Grant, which will require municipal participation, which Council had not been notified about until today.	
Matt	Graduate Student	In attendance to observe.	
Samantha Beal	Cranberry Eagle	In attendance to observe.	
	Motion	First	Second      Action

EXECUTIVE SESSION NEEDED?	
Yes/No	Requested By
Yes	Price

<b>CORRESPONDENCE</b>				
<b>Name</b>	<b>Topic</b>	<b>Resolution</b>		
Scott Bowman	RACP Application Extension	Extension Granted.		
	Motion	First	Second	Action

<b>MINUTES</b>				
<b>Minutes of:</b>	<b>Additions/Corrections/Motion</b>	<b>First</b>	<b>Second</b>	<b>Action</b>
01/06/2020	Motion to approve.	Bost	Price	Carried
01/20/2020	Motion to approve.			

<b>MAYOR: GREGG HARTUNG</b>				
<b>Report</b>		<b>Discussion/Follow-Up</b>		
Report provided to Council.				
HGTV Submission to Home Town Makeover		Submission is almost complete.		
Discussions with NASA	NASA has made 4 seats available for the July 17, 2020 launch at Cape Kennedy. May also be able to set up a tent off site with a NASA representative to have others in attendance.			
	Motion	First	Second	Action

<b>SOLICITOR: CHRIS REESE</b>				
<b>Report</b>		<b>Discussion/Follow-Up</b>		
Public Hearing for Zoning Map changes		Hearing to be held at 6:30 PM		
	Motion	First	Second	Action

<b>COUNCIL PRESIDENT: MIKE FLEMING</b>				
<b>Report</b>		<b>Discussion/Follow-Up</b>		
Bid for Sign at old Dutilh Church Property.				
Suggested Library may be able to use PLGIT accounts.		Forsythe will see if the Library is eligible.		
	Motion	First	Second	Action

<b>SECRETARY / TREASURER: BONNIE FORSYTHE</b>				
<b>Report</b>		<b>Discussion/Follow-Up</b>		
Replenishment of PLGIT Fund & adding to fund.				
	Motion	First	Second	Action
Motion to pay remainder of 2019 bills in the amount of \$33,280.19.		Foster	Price	Carried
Motion to approve November 2019 & December 2019 Payroll and Payroll Taxes in the amount of \$65,511.51.				
Motion to pay January 2020 bills in the amount of \$30,106.52.				
Motion to approve January 2020 Payroll and Payroll Taxes in the amount of \$31,893.17.		Price	Lambert	Carried
Motion to replenish PLGIT funds by depositing \$5,000 per month in 2020				

<b>ADMINISTRATION &amp; HR: ROB BOST</b>				
Main Office    Water Billing    Public Relations    Payroll    Human Resources				
<b>Report</b>		<b>Discussion/Follow-Up</b>		
Review/Revisions to Personnel Manual	Recommended that Council update Personnel Manual. Requested an Ad Hoc Committee be formed. Bost, Clutter, & Price will form committee.			
	Motion	First	Second	Action

<b>BUDGET &amp; FINANCE: BRAD PRICE</b>				
Budget	Monthly Bills	Pensions		
Report		Discussion/Follow-Up		
N/A				
Motion		First	Second	Action

<b>PARKS &amp; RECREATION / CELEBRATIONS: JULIE SCHULTHEIS</b>				
Fields & Parks	Field & Park Maintenance	Special Events		
Report		Discussion/Follow-Up		
Lambert brought up the two attention to two machines at Marburger Field.		If something happens to them the Borough will be responsible. The consensus was to have them removed.		
Motion		First	Second	Action
Motion to contact Coca-Cola to remove two machines at Marburger Field.		Clutter	Bost	Carried

<b>PUBLIC SAFETY: CHRISTINE CLUTTER</b>				
Police	CBA	Emergency Management	Zoning Code Enforcement	Building Permits
Report		Discussion/Follow-Up		
Emergency Management "Center"		Possible location in new building/Church.		
Ammunition needs to be purchased to replace what was used at year-end training/qualification.		\$2,000 was budgeted. Officer Lutz will look for deals to save money.		
Purchase of Portable Radio		Need Purchase Order		
Taser Training		Completed.		
Online MOPEC Training		In progress.		
Interviewed potential new officer.	Mike Greenlee was interviewed by Mayor, Lutz, & Sneddon. Greenlee is a former Chief of Police and Borough Manager for Ford City. Available to start right away.			
Motion		First	Second	Action
Motion to hire Michael Greenlee as a Part Time Patrol Officer		Clutter	Lambert	Carried

<b>STREETS: RICK FOSTER</b>				
Streets	Vehicles & Equipment	Buildings		
Report		Discussion/Follow-Up		
Replacement pipe for Clark Lane				
Motion		First	Second	Action
Motion to purchase pipe through Ferguson Waterworks for \$1823.40		Foster	Lambert	Carried

<b>WATER: BILL LAMBERT</b>				
Water System & Infrastructure	Water Plant	Reservoirs		
Report		Discussion/Follow-Up		
Water Leak		Leak has been located. Dorsey worked with Richland Water to locate the leak using their equipment. It appears to be under the newly paved intersection at Lincoln and Oakland. Goal is to begin work right away and make the smallest hole possible.		
Permit required to adjust chemicals at Water Plant in order to use less chlorine.		Modification to permit necessary to keep iron and chlorine down at water plant. DEP is hesitant to allow decolonization machine. Adding additional chemical at plant will accomplish the same goal. Cost is approximately \$4,100.00.		
Motion		First	Second	Action
Motion to approve expenditure to have KLH modify the operational permit for Potassium Permanganate.		Lambert	Foster	Carried

<b>CLOSING ACTIONS</b>				
Motion		First	Second	Action
To go into Executive Session	Time: 8:08 PM	Price	Lambert	Carried
To come out of Executive Session	Time: 8:30 PM	Price	Lambert	Carried
Items discussed in Executive Session: Potential Litigation				
To Adjourn		Price	Lambert	Carried

<b>REPORTS FILED</b>	
Report	Date
Bills for Payment	
Police Report	
Public Works Foreman Report	
Code Enforcement Report	
Administration & Finance Committee	
Public Safety Committee	
Public Works Committee	
Quarterly Budget Update	

Submitted by