



Mars Borough

Council Meeting Minutes: **March 2, 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
	Mike Fleming	Council President
	Rick Foster	Streets
x	Bill Lambert	Water
x	Brad Price	Budget, Finance
x	Julie Schultheis	Parks & Rec, Celebrations
x	Gregg Hartung	Mayor

EMPLOYEE / PROVIDER ATTENDANCE (x indicates present)		
	Bonnie Forsythe	Secretary / Treasurer
x	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

Mayor Hartung requested a moment of silence in honor of Bill Swaney who recently passed away.

OMNIBUS MOTION TO APPROVE THE FOLLOWING ITEMS PREVIOUSLY BROUGHT BEFORE COUNCIL AND DISCUSSED AT PUBLIC MEETINGS:			
Motion	First	Second	Action
To approve Mr. John Quote for 2020 and to make arrangements to have units delivered to parks.	Schultheis	Lambert	Carried
To approve the purchase and installation of a new furnace at the water plant in the amount of approximately \$1,500.00.			

VISITORS			
Name	Topic	Resolution	
Samantha Beal	Cranberry Eagle	In Attendance to Observe	
	Motion	First	Second
			Action

EXECUTIVE SESSION NEEDED?	
Yes/No	Requested By

CORRESPONDENCE			
Name	Topic	Resolution	
MIU4	Lease @ Education Building		
MAPL	Acknowledgement of final 2019 Donation		
PA L&I	5-year audit for UCC		
	Motion	First	Second
			Action

MINUTES

(Note: Minutes are automatically approved after next official meeting of Council, regardless of whether Council has voted to approve them.)

Minutes of:	Additions/Corrections/Motion	First	Second	Action
02/03/2020	Motion to approve.	Lambert	Clutter	Carried
02/17/2020	Motion to approve.			

MAYOR: GREGG HARTUNG

Report	Discussion/Follow-Up		
Officer Mike Greenlee.	Officer Greenlee was sworn in.		
Discovery Center	Hartung and Fleming toured building behind library with Jack Swaney as possible location.		
Breakneck Creek Watershed Engineering / Work	HRG was at Evans City Borough meeting. Hartung recommended having them come to a Mars Borough meeting.		
Cat Program	Librarian is looking to install cat program, possibly using church property. Council asked for a written proposal.		
Anniversary to Celebrate shops in Mars.	Presentation to be made to Council.		
Mars New Year	501(c)(3) progressing, Hartung interviewed by Channel 11, BrewFest planning to begin.		
Motion	First	Second	Action

SOLICITOR: CHRIS REESE

Report	Discussion/Follow-Up		
Hearing for Zoning Map Changes to be held on Monday, April 6, 2020 at 6:30 PM in Council Meeting Room.	Notice to be added to website. Council will need to arrive an hour early for Hearing.		
Trailer on Irvine Street	It is to be removed by March 10, 2020.		
Motion	First	Second	Action

COUNCIL PRESIDENT: MIKE FLEMING

Report	Discussion/Follow-Up		
Motion	First	Second	Action

SECRETARY / TREASURER: BONNIE FORSYTHE

Report	Discussion/Follow-Up		
Reminder: Dinner w/ Mars Bank on March 3, 2020	5:00 PM at Breakneck Tavern. Bost, Clutter, Hartung, Lambert, Price, and Schultheis to attend.		
Library eligibility for PLGIT	Library is not eligible.		
Howells Property / KLH Invoices update	Closing Company sent payment for KLH invoices (had been included with water lien).		
Planning Commission Vacancies	Two seats still vacant.		
Motion	First	Second	Action

ADMINISTRATION & HR: ROB BOST

Main Office	Water Billing	Public Relations	Payroll	Human Resources
Report	Discussion/Follow-Up			
Resignation of Code Enforcement Officer	Discussion: does the position need filled or could there be a more creative solution. Add to future agenda for discussion.			
Motion	First	Second	Action	

BUDGET & FINANCE: BRAD PRICE			
Budget		Monthly Bills	Pensions
Report	Discussion/Follow-Up		
Armstrong Franchise Fee	Price was approached by Buzz Kelly regarding the franchise fee on his Armstrong Cable bill. Armstrong told him the fee was a "pass through" fee that was sent to the municipality. Kelly believes Armstrong customers are being unfairly targeted with this fee and suggested the Borough add one mil to real estate taxes and discontinue the franchise fee. Bost and Clutter recalled signing a contract with Armstrong for multiple years. Hartung stated the fee is associated with the installation of the wiring/cabling that is run through the town and that it is a standard fee utility companies have. Bost agreed, stating Mars Borough has a similar agreement with Consolidated Communications.		
MIU4 Contract for 2020/2021	Price to draft new lease agreement.		
Motion		First	Second
			Action

PARKS & RECREATION / CELEBRATIONS: JULIE SCHULTHEIS			
Fields & Parks		Field & Park Maintenance	Special Events
Report	Discussion/Follow-Up		
Coca-Cola Machines at Marburger Field have been removed from concession stand.	Working on ideas for new concession stand that also include bathrooms to replace the ones that were torn down.		
Education Building	Schultheis to get pricing for carpet.		
Storm Water	Schultheis cited an article in Borough News. Topic of Storm Water to be discussed at Agenda Meeting.		
Food Truck Event	Discussion on holding a food truck event one day per month. Shut down Grand Avenue. (Charge fee?) To be discussed at Agenda Meeting.		
Motion		First	Second
			Action

PUBLIC SAFETY: CHRISTINE CLUTTER			
Police	CBA	Emergency Management	Zoning Code Enforcement
Report		Discussion/Follow-Up	
Resolution to hire Michael Greenlee		A motion to hire him was approved at the last Council meeting, however this is a motion to approve his resolution.	
Fireman's Dinner		Clutter attended. Fire Department reported the number of calls has gone up. There are few live-in members. Also, they are now traveling during the day to assist other counties.	
Mars Rumble		Tentatively scheduled for July 25, 2020. Need to shut down streets.	
Swaney's Service on Council		Jack Swaney asked if anyone knew when his father Bill Swaney had served on Council. Needs to be looked up.	
Emergency Management		Clutter attended a meeting and will have to attend 3 mandatory meetings. Governor has not mentioned first responders involvement regarding the Coronavirus.	
Motion		First	Second
Motion to approve Resolution #24 to hire Michael Greenlee as a part time Patrol Officer at the rate of \$18.45/hour.		Clutter	Schultheis
			Action
			Carried

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	
Leak		Still looking for any leaks. Reservoir has stayed a the same level since last weekend.	
Clarks Lane		Pipe for storm water has arrived.	
New meter for St. Johns		Last time meter was changed was potentially 60 years ago. Might be a good idea to change it out. Could be expensive. Price to research if it's possible to tax for new meter. Dorsey to send Price an estimate for new meter.	
Water Plant permit		Price questioned the cost.	
Motion		First	Second

CLOSING ACTIONS				
Motion		First	Second	Action
To go into Executive Session	Time: 8:12 PM	Lambert	Schultheis	Carried
To come out of Executive Session	Time: 8:59 PM	Schultheis	Clutter	Carried
Items discussed in Executive Session: Potential litigation, property/tenant issues.				
To Adjourn		Clutter	Schultheis	Carried

REPORTS FILED	
Report	Date
Bills for Payment	
Payroll Report	
Quarterly Budget Update	
Police Report	
Public Works Report	
Code Enforcement Report	February 2020

Submitted by