



Mars Borough

Agenda Meeting Minutes: **September 21, 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
x	Julie Schultheis	Parks & Rec, Celebrations
x	Gregg Hartung	Mayor

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

ITEMS FOR DISCUSSION:	
Item	Discussion/Status
Mars Robotics	Members of the Mars Robotics team came to present part of their presentation on the Discovery Center and answer questions from Council.
Amy Wonderly	Amy Wonderly plans to replace her sewer pipe, but it goes under her driveway and crosses over/under the storm water (storm sewer) pipe. Dorsey would like to get her sewer line elevated higher, with insulation around it since it may be vulnerable to freezing.
John Sautler Susie Sautler	John Sautler has concerns over a "pond" that has formed due to storm water run-off running across his property. He says it is several feet deep. He would like to put a pipe in to help with the issue. Fleming was hesitant to install pipe without looking at the situation in person. He did not want to cause higher pressure in a pipe downhill. Dorsey and Fleming discussed potential options. Fleming stated it is the Borough's responsibility to make an effort to help improve the situation. Dorsey stated two pieces of pipe would be necessary. Fleming stated a right-of-way or easement would be necessary to do the work.
Kevin Creagh KLH Engineers	Introduction of new engineer from KLH. Kevin has 22 years of experience and worked in municipal engineering for most of that time before moving to KLH. Discussion on stormwater runoff issue discussed by Wonderly and Sautler. Discussion on MS4 needs/requirements. Discussion on water plant.
Joseph Squire	Submitted a letter of interest regarding sitting on the planning commission. Squire stated he and his wife moved to Mars Borough specifically because they wanted to live in a town that was walkable.
CRBE Letter to Flemings RE: parking lot	Jen Fleming requested a written update on when parking lot paving will occur. Another letter will be sent to Fleming to indicate that paving will occur this Fall.
Open Burning Ban	On 09/08/2020 Council voted to extend the ban on open burning, but to allow recreational fires (with caution).
EMC	Reappointment of Chris Clutter as Emergency Management Coordinator.
Re-open Budget	New account numbers are necessary. This will not alter the balance of the budget; it will simply allow for the creation of additional budget numbers.

Paving Bid Package	Bids were reviewed at 09/08/2020 Council Meeting. Discussion was tabled until more Council Members could be in attendance to vote.
Parking Lot Agreement	Reese to update at next Council Meeting. Fleming stated there was no indication as to the length of the agreements, but it may be okay to leave it open-ended. Price wondered what would happen if a property sold – would the agreement pass on to new owner? Fleming also stated he believed it would be good to have the “formula” used to figure out the reimbursement for taxes.
Trick-or-Treat	Adams is holding theirs on October 31 st , from 6-8pm.
John Podolak's Car Show	Julie Schultheis got details and emailed them out to Council. A majority of Council approved via email. Podolak stated he would keep it to 100 people.
Unifirst Replacement	Cost comparison provided previously.
Generator at Water Plant	Electrical updates are necessary.
Leaf-Vac Machine	Hoses need replaced. Ritenour Equipment is the authorized dealer of the parts, however they were unable to get the exact replacement hoses. Golden Equipment had one of the hoses in stock and is looking for the other one.
Light Up Night	Dorsey asked if there would be a light up night this year so he could make sure it was on his schedule to get everything ready.
Condemning a Property	Code Enforcement Officer is working with Attorney Mike Gallagher.

Motion	First	Second	Action
Motion to lift ban on opening burning as of 09/21/2020.	Schultheis	Foster	Carried
Motion to reappoint Christine Clutter as Emergency Management Coordinator.	Foster	Price	Carried (Clutter abstained)
Motion to appoint Joseph Squire of 618 Stanton Avenue, to the Planning Commission, effective immediately.	Price	Bost	Carried
Motion to reopen budget in order to add 352.02 CARES Act Funding (\$0.00) to Revenue and 448.361 Water Electric (\$0.00) to Expenses in the 2020 budget.	Clutter	Price	Carried
Motion to accept the bid from Protech for paving the parking lot for \$45,708.56	Foster	Clutter	Carried (Lambert abstained)
Motion to accept the bid from Protech for street paving for \$43,307.36.	Foster	Clutter	Carried (Lambert abstained)
Motion to approve that Trick-or-Treat be held on Saturday, October 31, 2020 from 6:00 PM to 8:00 PM.	Bost	Schultheis	Carried
Motion to approve John Podolak's Car Show on October 18 th from 3:00 PM to 7:00 PM and to have Grand Avenue closed between Pittsburgh Street and W. Hook Street	Schultheis	Foster	Carried
Motion to reimburse Public Works employees up to \$100 per Public Works Employee to purchase jeans that were previously rented from Unifirst.	Clutter	Foster	Carried (Schultheis abstained)
Motion to purchase mats from ULINE to replace mats previously rented from Unifirst, not to exceed \$500.	Schultheis	Bost	Carried
Motion to approve renting the church to the Jeter Backyard Theater Group for \$1,000 per week for three weeks (last week of October and first two weeks in November) for the purposes of a private performance.	Schultheis	Price	Carried

CLOSING ACTIONS				
Motion		First	Second	Action
To go into Executive Session	Time: 9:00 PM	Bost	Lambert	Carried
To come out of Executive Session	Time: 9:24 PM	Lambert	Schultheis	Carried
Items discussed in Executive Session: Personnel Issues, Potential Real Estate Transactions.				
To Adjourn		Lambert	Clutter	Carried

REPORTS FILED	
Report	Date

Submitted by