Mars Borough

Meeting Minutes

(Visitors/Speakers are asked to limit their presentations to 5 minutes during Public Meetings.)

Meeting Date: **May 20, 2024**

Call to Order: **7:00 PM**, with the Pledge of Allegiance.

ELECTED OFFICIALS / EMPLOYEE / PROVIDER ATTENDANCE ("x" indicates present) ("tc" indicates teleconference attendance)					
x	Alan Boburczak	Parks & Recreation Celebrations	x	Bonnie Forsythe	Secretary / Treasurer Deputy Code Enforce. Off.
x	Rob Bost	Council Vice President Administration, HR	x	Amy Brown	Assistant Sec. / Treas. Deputy Code Enforce. Off.
x	Chris Clutter	Council Pro Tem Public Safety		Andrew Schultheis	Public Works Foreman
	Mike Fleming	Council President		Mark Lint	Police Chief
x	Bill Lambert	Water		Brian Novosel	Police Sergeant Deputy Code Enforce. Off.
x	John McWilliams	Streets		Allen Russell	Code Enforcement Officer
x	Brad Price	Budget, Finance		Chris Reese	Solicitor
x	Gregg Hartung	Mayor		Renea Pomeroy	Elected Tax Collector

VISITORS:	
Name(s) / Organization	Topic

PUBLIC COMMENT TO SPEAK ABOUT STORMWATER MS4 ISSUES:	
Name(s) / Organization	Topic

MOTIONS	FIRST	SECOND	ACTION
Motion to approve Mike Fleming signing the Letter of Intent for NexTier Bank property donation.	Price	McWilliams	Carried
Motion to approve quote for Mulch at Garfield Park and Clay Avenue Park in the amount of $5,200.00 for mulch and $880.00 for labor, for a total of $6,080.00.	Bost	Lambert	Carried
Motion to approve Facility Use Permit for Mars Youth Football for the use of Marburger Field from June 3 – 6, 2024.	Clutter	Lambert	Carried
Motion to approve quote for purchase of a new Ricoh printer/copier in the amount of $2,007.63, and to continue the service agreement which includes the cost of prints at $0.009/print for Black & White and $0.068/print for Color.	Bost	McWilliams	Carried
Motion to approve Mars Borough share of Joint Paving with Adams Township in the amount of $96,242.00.	Lambert	Boburczak	Carried

ITEMS FOR DISCUSSION:			
Item	Submitted by / Responsible Party:	Date Added:	Discussion / Status:
Water Shut Off Notices & Fees	Bill Lambert	04/01/2024	Lambert has suggested adding a $20 fee for posting a property and then raising the shut off and turn on fees to be from $25 to $40 each. Price stated he was opposed to the idea because people who don't pay their water bill are are forgetful or having financial issues. A resolution would be necessary to alter fees.

ITEMS FOR DISCUSSION (cont.):			
Item	Submitted by / Responsible Party:	Date Added:	Discussion / Status:
Stream Repair at Building on Spring Ave	John McWilliams	05/06/2024	Schultheis and Fleming discussed the method by which the repairs could be made. There is an existing permit to make the necessary repairs. It may be necessary to rent or borrow larger machinery than the Borough owns. Schultheis stated that it would have to be repaired exactly as KLH designed it in order for it to count towards MS4 work.

REPORTS:	
Department	Report
Mayor	Hartung gave an MS4 update on the most recent meeting that was held with volunteers and KLH. They discussed different areas for work to be done and grant opportunities.
	Hartung also reported that he sent another RACP grant extension request.
	Hartung also reported that he received a letter from the company that owns the Post Office. They stated that the parking lot will be paved sometime this summer.
	Hartung also reported that he met with Kellner's to determine where fireworks will be set off at St. John.
	Hartung also reported that two police officers, Conrad Pfeifer and Christian Renaud, volunteered to participate in the Butler County Youth field day to help with the event.
	Hartung also reported that Scott Settlemire gave the mayor challenge coins that were given to each officer for Law Enforcement Week.
Secretary/Treasurer	Budget report provided to Council.
	Forsythe and Brown requested that Council consider different street closures for Mars Maker Markets due to the overwhelming number of vendor applications. They proposed using Grand Avenue from Pittsburgh Street to the Post Office parking lot instead of the one way section of Pittsburgh Street. Council supported the idea and stated a motion should be added to the next agenda to confirm the change.
	Forsythe asked Council if they had any suggestions/recommendations on the draft of the letter that will be sent out to Residents and Business Owners regarding parking during events. Council asked for any revisions to be sent out for review.
Police	Written report provided to Council.
Public Works Foreman	Written report provided to Council.
	Schultheis met with RACP Solutions for information on Water Line GIS Mapping at no cost to the Borough. They can also assist with the service line inventory after the mapping occurs. Once the mapping is done there is software that is required to host the information and they will pay for it through 2025, however the Borough would need to pay for it or switch it to a less expensive option after that.
	Schulthies reported that the chlorine room work is finished, and the removal of the reclamation tank is still in progress.
	Schultheis reported that he has one of three storm boxes installed on Oakland Street. He is hoping to have the work completed within the week.
	Schultheis stated that a resident or two on Spring Avenue wants a storm box added. Fleming was not sure it was necessary.

EXECUTIVE SESSION				
Requested by:	Topic(s):			
Motion		First	Second	Action
To go into Executive Session	Time:			
To come out of Executive Session	Time:			

CLOSING ACTIONS				
Motion		First	Second	Action
To Adjourn	Time: 8:40 PM	Lambert	McWilliams	Carried

Submitted by: Bonnie Forsythe, Secretary/Treasurer

NOTE 1: Items in Blue brought to the attention of Secretary/Treasurer within 24 hours of meeting.
NOTE 2: Items in Green added to Agenda with a motion/vote.
NOTE 3: Items in Red not originally on the agenda and added without a vote.