

BOROUGH OF BRENTWOOD
AGENDA
September 18, 2018 - AGENDA MEETING MINUTES
7:30 PM

As part of Brentwood's continuing efforts to promote a Transparent Government as well as environmentally friendly initiatives, copies of the Reports, Bills, Resolutions and Ordinances will be provided on the Borough Web Site. www.brentwoodboro.com - As always, a description of the Agenda Items will be provided via the Council Fact Sheet.

Note: Minutes will be provided on the web site once they are officially approved.

Executive Session: 6:30 PM

1. Call to Order.

Called to order at 7:40PM.

2. Pledge of Allegiance.

3. Roll Call.

Member	Present	Absent	Member	Present	Absent
Mr. Carnevale	X		Ms. George	X	
Mr. Schubert		X	Mr. Frombach	X	
Mr. Doyle	X		Dr. Pasquantonio	X	
Mr. Smith	X		Mayor Troy	X	
Solicitor	X		Manager Zboyovsky	X	

4. Comments on Agenda Action Items Only. Please limit remarks to three minutes.

David Goldberg, Allegheny Health Network, thanked the Borough for its assistance with resolving sanitary sewer capacity issues at the proposed hospital site.

5. Communications.

None.

6. Department and Borough Managers Reports:

- a. Consider accepting the Department and Borough Manager's Reports [ACTION ITEM]
Mr. President, I move to accept the Department and Borough Manager's Reports for the Period ending August 31, 2018 as presented.

Motion By: John Frombach

Second By: Robert Pasquantonio

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

7. President's Report – Mr. Harold Smith

- a. Consider Resolution No. 2018-63; Easement Agreement between Greenlee Property, LLC and the Borough of Brentwood [ACTION ITEM]

I'd like to entertain a motion to adopt Resolution No. 2018-63; Easement Agreement between Greenlee Property, LLC and the Borough of Brentwood for the construction, operation, maintenance, and repair of public utilities, with said Agreement subject to the final review and approval of the Borough Solicitor.

Mr. Carnevale asked if this resolution applies exclusively to the installation of sewer infrastructure. Solicitor Robb clarified that other public utilities could also locate within the boundaries of the easement.

Motion By: AJ Doyle

Second By: John Frombach

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

- b. Consider Resolution No. 2018-64; Easement Agreement between SP IV Saw Mill, LLC and the Borough of Brentwood [ACTION ITEM]

I'd like to entertain a motion to adopt Resolution No. 2018-64; Easement Agreement between SP IV Saw Mill, LLC and the Borough of Brentwood for the construction, operation, maintenance, and repair of public utilities, with said Agreement subject to the final review and approval of the Borough Solicitor.

Motion By: AJ Doyle

Second By: Robert Pasquantonio

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

- c. Consider Resolution No. 2018-65: AHN Sewage Facilities Planning Module [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2018-65, which amends the Official Sewage Facilities Plan for the Borough of Brentwood as recorded with the PA Department of Environmental Protection for the purpose of allocating a sanitary sewer tap for a proposed small format hospital.

Motion By: AJ Doyle

Second By: John Frombach

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

8. Mayor's Report

Mayor Troy thanked the developers of the proposed hospital for their commitment to improving quality of life within the community.

9. Administrative and Finance Committee – Mr. John Frombach

- a. Consider approving the minutes from the August Council Meetings [ACTION ITEM].
Mr. President, I move to approve the minutes from the August 20th, August 27th, and August 28th Council Meetings.

Motion By: John Frombach

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

- b. Consider Accepting the Treasurer's Report for the Period Ending August 31, 2018 [ACTION ITEM]
Mr. President, I move to accept the Treasurer's Report for the period ending August 31, 2018.

Motion By: John Frombach

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

- c. Consider ratifying the payment of bills from August 1 to July 31, 2018. [ACTION ITEM]
Mr. President, I move to ratify the payment of bills for a period from August 1 through August 31, 2018 from the following Borough accounts:

*1. General Fund in the amount of \$904,740.68
Ending fund balance: \$2,752,558.98*

*2. Sanitary Sewer Fund in the amount of \$53,563.11
Ending fund balance: \$3,426,232.07*

3. ***Park Fund in the amount of \$0.00
Ending fund balance: \$147,499.16***
4. ***Capital Improvement Fund in the amount of \$28,162.36
Ending fund balance: \$882,805.93***
5. ***Borough Building Fund in the amount of \$111,930.82
Ending fund balance: \$735,443.92***
6. ***Liquid Fuels Fund in the amount of \$9,457.37
Ending fund balance: \$289,994.77***
7. ***Non-Uniform Pension Fund in the amount of \$66,695.56
Ending fund balance: \$1,967,429.07***
8. ***Police Pension Fund in the amount of \$23,340.96
Ending fund balance: \$6,073,436.34***

Motion By: John Frombach

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

- d. Consider approving the information technology service agreement with DEP Technologies in the amount of \$8,800. [ACTION ITEM]
Mr. President, I move to approve the renewal of the agreement with DEP Technologies for the purchase of 100 additional service hours in the amount \$8,800, which is to be paid from General Fund Line Item 01-407.452: Contracted IT Services.

Mr. Doyle questioned if the vendor is indicating that the new allotment of hours will only last for a single year; Manager Zboyovsky replied that, now that networking issues have been resolved, this new purchase should last for several years.

Motion By: John Frombach

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

- e. FYI - Administrative and Finance Committee Meeting
Mr. President, the Administrative & Finance Committee has scheduled a meeting for

Wednesday, October 3rd at 6PM to discuss the Draft 2019 Borough Budget.

- f. FYI - 2019 Budget Workshop No. 1

Mr. President, the first of two 2019 Budget Workshops will be held on Monday, October 8, 2018 at 6PM. These meetings are advertised and open to the public.

10. Public Works Committee – Ms. Jennifer George

- a. Consider Resolution No. 2018-59: 2019 - 2023 SHACOG Refuse Contract [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2018-59, which authorizes the Borough to enter into an agreement with Waste Management for refuse and recycling services for a period beginning January 1, 2019 and ending December 31, 2023, contingent upon the Borough Solicitor's review.

Mr. Carnevale asked if the agreement reflects alterations to recycling policy. Manager Zboyovsky replied that, due to changes in the market for recyclable goods, the number of materials that can be collected in this manner has been significantly reduced. SHACOG is designing comprehensive resident educational packet for its member communities.

Mr. Doyle asked if DPW can assume responsibility for the collection of leaves and yard waste. Manager Zboyovsky replied that, if the Borough does not contract this service, it will not be eligible for recycling grants through the PA Department of Environmental Protection.

Motion By: Jennifer George

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

- b. Consider hiring of _____ as DPW Laborer.

FYI: the Borough received a total of 19 applications for the open position with the Department of Public Works. The testing and interview process is currently under way. A candidate will be recommended for Council approval at next week's regular meeting.

- c. Consider authorizing the Borough Manager and Solicitor to prepare an Intergovernmental Agreement with Whitehall Borough associated with the design and construction of a new sanitary sewer line [ACTION ITEM].

Mr. President, I move to authorize the Borough Manager and Solicitor to prepare an Intergovernmental Agreement with Whitehall Borough for cost sharing associated with the design and construction of a new sanitary sewer line, with the Borough's share of the

cost to be paid from Sanitary Sewer Fund Line Item 08-429-313 Engineering Services and Line Item 08-429-610 Capital Construction.

Motion By: Jennifer George

Second By: Pat Carnevale

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

11. Zoning and Ordinance Committee – Mr. Rich Schubert

- a. Consider Resolution No. 2018-60: Conditional Use Permit [ACTION ITEM]

Mr. President, I move to approve to adopt Resolution No. 2018-60, which grants a conditional use permit to Jeffrey O'Brien for operation of a house of worship at 3405 Saw Mill Run Boulevard subject to restrictions on hours of operation.

Solicitor Robb recommended that this motion be tabled until next week to allow Council to have additional time to review.

- b. Consider advertising Ordinance No. 2018-1270: Sewage Amendments [ACTION ITEM]
Mr. President, I move to advertise Ordinance No. 2018-1270: Sewage Amendments.

Motion By: Jennifer George

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

- c. Consider adopting Resolution No. 2018-62: Appointment of Benjamin Murray to Planning Commission [ACTION ITEM].

Mr. President, I move to adopt Resolution No. 2018-62, which appoints Benjamin Murray to fill an unexpired term on the Brentwood Borough Planning Commission.

Motion By: Jennifer George

Second By: Robert Pasquantonio

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

12. Parks and Recreation Committee – Mr. Pat Carnevale

Mr. Carnevale reported that there has been an ongoing concern regarding unauthorized use of the stadium by a youth football program. Mr. Frombach asserted that such problems can only be abated through the hiring of a security firm.

- a. Consider Resolution No. 2018-58: Alcohol Permit for "An Evening With the Spirits" and Fall Street Fair Events [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2018-58, which authorizes the issuance of an alcohol permit for the exclusively Borough-sponsored "An Evening with the Spirits of Pittsburgh" and "Taking it to the Streets" Fall Street Fair events.

Mr. Carnevale asked if this event will fall under the Borough's liability insurance. Manager Zboyovsky replied that the alcohol vendor will provide a certificate and name the municipality as additionally insured.

Motion By: Pat Carnevale

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

- b. Consider awarding the Tree Removal Services Contract for Brentwood Park to _____ in the amount of \$ _____ to be paid from General Fund Line Item 01-454-450 Contracted Services [DISCUSSION ITEM]

Mr. President, the Borough has received permission from the Teamsters to subcontract the removal of trees from Brentwood Park. Review of estimates is being finalized, and a recommendation will be presented for Council to consider at next week's meeting.

Mr. Carnevale questioned if there is sufficient funding available for this project. Manager Zboyovsky replied that DPW is acquiring separate bids for removal and trimming phases. If both activities exceed the line item budget, then Council will need to decide whether to address all hazardous trees this season or to limit the scope to just those that are in need of immediate attention.

- c. FYI - The Parks and Recreation Committee will meet on Wednesday, October 10, 2018 at 6:00 PM

Mr. President, I have scheduled a Parks & Recreation Committee Meeting for Wednesday, October 10, 2018 at 6:00 PM

- d. FYI - Movie: Night of the Living Dead

FYI- Mr. President, the Borough will kick off the Halloween season with a celebration of Pittsburgh's legendary Master of Horror. Brentwood will honor the legacy of George Romero at a 50th anniversary showing of Night of the Living Dead. Guests are invited to witness the low budget cult classic that started the popular zombie genre. The film begins at 8PM on September 29th at Baseball Field #3.

- e. FYI - Annual Pumpkin Patch in the Park
FYI - Mr. President the Borough's Park & Recreation Department will hold it's third annual Pumpkin Patch in the Park on Sunday October 14, 2018 from 12:00 pm to 2:00 pm. Children are invited to select and decorate their favorite pumpkin and enter the pumpkin decorating contest. The day will include an array of activities for the entire family.

13. Public Safety Committee – Mr. AJ Doyle

- a. Consider Resolution No. 2018-61: Sale of five retired Panasonic Toughbook laptop computers to the highest bidder [ACTION ITEM]
Mr. President, I move to adopt Resolution No. 2018-61, which authorizes the sale of five Panasonic laptops as surplus property.

Mr. Doyle requested that DEP Technologies provide certificates of destruction for the removed hard drives.

Motion By: AJ Doyle

Second By: Pat Carnevale

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

- b. Consider advertising Ordinance No. 2018-1271; Authorizing Stop Signs on Pyramid Avenue, Brentwood Avenue, East Francis Avenue, and Spangler Avenue [ACTION ITEM]
Mr. President, I move the approve the advertising of Ordinance No. 2018-1271; Authorizing Placement of Stop Signs on Pyramid Avenue, Brentwood Avenue, East Francis Avenue, and Spangler Avenue.

A discussion ensued regarding the proliferation of stop signs; Council expressed disappointment over the need to install such controls to reduce liability.

Motion By: AJ Doyle

Second By: John Frombach

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

- c. Consider Resolution No. 2018-20: Agreement with Lexipol for Police Department procedural software [ACTION ITEM]
Mr. President, upon the recommendation of the Public Safety Committee, I move to adopt Resolution No. 2018-20, which enters the Borough into a one year trial agreement

with Lexipol LLC for the purchase of police procedural software in the not-to-exceed amount of \$14,500, and which is to be paid from Capital Improvement Fund Line Item 18-410-700 Police Minor Purchases.

Mayor Troy stated that this motion will be tabled to allow for a Lexipol representative to make a presentation. Mr. Carnevale expressed his opposition to further entertaining the purchase of this software.

- d. Consider requesting August 12th police officer candidate list from SHACOG

Motion By: AJ Doyle

Second By: John Frombach

Ayes: Doyle, Frombach, George, Pasquantonio, Smith

Nays: Carnevale

President: "Motion Passed"

- e. FYI - Police Clerical Position

The Borough of Brentwood is seeking a motivated, responsible, detail-oriented individual to fill a full-time Police Department Clerical position. Employment applications and a complete job description can be downloaded from the Borough Web Site. Applications must be received by 3:00 PM on September 20, 2018.

- f. FYI - Police Department Candidate List

Background investigations have been completed on the Police Officer Candidate list. The results have been turned over to the Civil Service Commission who will now need to convene a meeting in order to take official action. Once the list is formally certified, it will be provided to Borough Council.

14. Community Affairs Committee - Dr. Robert Pasquantonio

- a. FYI - Pitt Makes a Difference Day - Saturday, October 20th

Brentwood Borough will again partner with the University of Pittsburgh on October 20th from 10:00 AM to 2:00 PM for the annual Pitt Makes a Difference Day. A group of 40 students will assist with remove debris from the park and Hollow. We ask Brentwood residents to show pride in their community by assisting with this project. Preserve the beauty of our Borough by removing trash and debris from the rights-of-way around your home.

- b. FYI - Taking it to the Streets - Saturday, October 13th - 6PM - 10PM

Mr. President, as previously mentioned, Brentwood Borough will once again be "Taking it to the Streets" on Saturday, October 13th from 6PM - 10PM for a Craft Beer Night

with Spoonwood Brewing. We ask everyone to come and see what's "Brewing" in Brentwood as we offer an array of entertainment options on Brownsville Road between Towne Square Way and the Giant Eagle driveway.

15. Special Committees

Dr. Pasquantonio reported that the Trail Committee has received quotes for prefabricated steel bridges and that, due to expense, this infrastructure is no longer under consideration. The board is reviewing alternatives.

16. Old Business

a. FYI - Borough Building Plan

FYI - At the beginning of next week's meeting, there will be a review of the proposed layout for the municipal building. A copy of the latest plan is attached to this agenda and has been distributed to Council and Employees.

Remember, in order to keep costs down, shared spaces were proposed, as well as an open space concept.

17. New Business

None.

18. Public Comment

Eugene Werner, 4328 Brownsville Road, indicated that Republic Waste destroyed his garden hose and has not provided the promised reimbursement. Manager Zboyovsky asked for a copy of any documentation regarding this matter so that it could be forwarded to the company's municipal contact.

19. Adjournment

Adjourned at 9:16PM.

Motion By: AJ Doyle

Second By: John Frombach

Ayes: Carnevale, Doyle, Frombach, George, Pasquantonio, Smith

President: "Motion Passed"

Respectfully submitted,



Eric Peccon
Assistant Manager

