

BOROUGH OF BRENTWOOD
AGENDA
November 19, 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 7:30PM.

2. Pledge of Allegiance.

3. Roll Call.

Member	Present	Absen	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 Zbovovsky	X	

4. Comments on Agenda Action Items Only. Please limit remarks to three minutes. None.

5. Communications.

a. Thank You - Pitt Makes a Difference Day

b. Thank You to Code Department

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 October 31, 2018 as presented.

Motion By: John Frombach

Second By: AJ Doyle

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

President: "Motion Passed"

7. President's Report – Mr. Harold Smith

a. FYI - Borough Offices are closed on Thursday, November 23rd and Friday, November 24th.

FYI- The Borough Offices will be closed on Thursday, November 22nd and Friday, November 23rd in observance of the Thanksgiving Holiday.

Happy Thanksgiving to everyone!

b. Passing of K-9 Officer Duke

8. Mayor's Report

No report.

9. Administrative and Finance Committee – Mr. John Frombach

a. Consider approving the minutes from the October Council Meetings [ACTION ITEM].
Mr. President, I move to approve the minutes from the October 8th, October 15th, and October 22nd Council Meetings.

Motion By: John Frombach

Second By: Rich Schubert

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

President: "Motion Passed"

b. Consider Accepting the Treasurer's Report for the Period Ending October 31, 2018 [ACTION ITEM]

Mr. President, I move to accept the Treasurer's Report for the period ending October 31, 2018.

Motion By: John Frombach

Second By: Rich Schubert

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

President: "Motion Passed"

- c. Consider ratifying the payment of bills from October 1 to October 31, 2018.
[ACTION ITEM]

Mr. President, I move to ratify the payment of bills for a period from October 1 through October 31, 2018 from the following Borough accounts:

- 1. General Fund in the amount of \$566,097.00
Ending fund balance: \$1,717,255.14***
- 2. Sanitary Sewer Fund in the amount of \$36,414.75
Ending fund balance: \$3,300,747.92***
- 3. Park Fund in the amount of \$0.00
Ending fund balance: \$147,622.44***
- 4. Capital Improvement Fund in the amount of \$80,202.81
Ending fund balance: \$814,161.14***
- 5. Borough Building Fund in the amount of \$20,429.00
Ending fund balance: \$696,288.35***
- 6. Liquid Fuels Fund in the amount of \$10,776.13
Ending fund balance: \$268,452.42***
- 7. Non-Uniform Pension Fund in the amount of \$6,125.45
Ending fund balance: \$1,952,307.48***
- 8. Police Pension Fund in the amount of \$31,758.50
Ending fund balance: \$5,928,284.01***

Motion By: John Frombach

Second By: AJ Doyle

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

President: "Motion Passed"

- d. Consider advertising of Ordinance No. 2018-1273: 2019 Tax Levy [ACTION ITEM]

Mr. President, I move to advertise Ordinance No. 2018-1273: 2019 Tax Levy. This proposed ordinance includes no tax increase.

Motion By: John Frombach

Second By: Robert Pasquantonio

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

President: "Motion Passed"

- e. Consider advertising of Ordinance No. 2018-1274: 2019 Sewage Rates [ACTION ITEM]
Mr. President, I move to advertise Ordinance No. 2018-1274: 2019 Sewer Rates.

Mr. Carnevale asserted that the Borough should raise its sewer fees by an amount less than the 7% rate increase being tendered by ALCO SAN and that it should subsequently invest a portion of its fund balance within a certificate of deposit. Mr. Frombach and Mr. Doyle expressed support for investing a portion of these funds but also showed concern that the interest income would be far less than sufficient to offset losses from the reduced rate. Consensus of Council to table the motion until next week's meeting to allow Manager Zboyovsky time to solicit quotes from banks.

- f. Consider adopting Resolution No. 2018-73: 2019 Proposed Budget [DISCUSSION]
FYI: The Proposed 2019 Brentwood Borough Budget will be considered at next week's meeting. It will then be available for public review both online and at the Borough Building from November 29th until December 10th. The Final 2018 Budget is scheduled to be considered for a vote at the December 10th meeting.

Mr. Schubert asked Council to consider removing the proposed inflatable pool activities from the budget and to subsequently close the concession stand for the upcoming season. Mr. Carnevale replied that the Parks & Rec Committee conducted an extensive review of this proposal and agreed that at least providing this service during some early summer weekends would be beneficial to those residents who do not necessarily have the ability to travel to another community to use pool facilities. Dr. Pasquantonio asserted that maintenance of some type of water activities is important to ensure that patronage of the park does not decline. Mr. Doyle also indicated that the inflatables are rented on a daily basis and that the number of days that they will be offered will be based upon attendance; Brentwood will not be locked into spending any specific amount on this item. Mr. Smith asked for Rec Director Attanucci to present on this topic at next week's meeting.

- g. Consider Resolution No. 2018-74: 2019 Fee Schedule [DISCUSSION]

Mr. Frombach drew attention to changes to the civic center and community room rental fees. Rather than assess an hourly fee, a flat fee will be charged for each three hour increment of rented time.

10. Public Works Committee – Ms. Jennifer George

- a. Consider Ordinance No. 2018-1272: Stormwater Amendments
Mr. President, Ordinance No 2018-1272: Stormwater Amendments is scheduled to be considered for adoption during next week's Council meeting.
- b. Consider the suspension of Borough Employee [ACTION ITEM]
Mr. President, I move to suspend Department of Public Works Employee Lyndon Goehring for three (3) days without compensation due to his third confirmed violation of

a Borough policy.

Mr. Carnevale asserted that the prescribed penalty is harsher than is necessary. Asked to break for executive session, but such motion was denied.

Motion By: Jennifer George

Second By: AJ Doyle

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

Nays: Carnevale

President: "Motion Passed"

11. Zoning and Ordinance Committee – Mr. Rich Schubert

- a. Consider advertising Ordinance No. 2018-1275: Vacant Property Registration [ACTION ITEM]

Mr. President, I move to advertise Ordinance No. 2018-1275, which would create a Vacant Property Registration Program, contingent upon the review by the Borough Solicitor.

Motion By: Rich Schubert

Second By: AJ Doyle

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

President: "Motion "

- b. Consider Resolution No. 2018-75: Reappointing Eugene Werner to Planning Commission [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2018-75, which reappoints Eugene Werner to a four year term on the Brentwood Planning Commission, with such term expiring on December 31, 2022.

Motion By: Rich Schubert

Second By: Robert Pasquantonio

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

President: "Motion Passed"

- c. Consider Resolution No. 2018-76: Appointing Rich Schubert to Rental Property Board of Appeal [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2018-76, which appoints Richard

Schubert to fill an unexpired term on the Rental Property Board of Appeal through December 31, 2020.

Motion By: Rich Schubert

Second By: AJ Doyle

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

President: "Motion Passed"

- d. Consider Resolution No. 2018-77: Reappointing Adam Zeppuhar to Rental Property Board of Appeal [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2018-77, which reappoints Adam Zeppuhar to a four-year term on the Rental Property Board of Appeal that expires December 31, 2022.

Mr. Carnevale asserted that the patrolmen should be offered this position before it is filled by the chief of police.

Motion By: Rich Schubert

Second By: John Frombach

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

Nays: Carnevale

President: "Motion Passed"

- e. Consider Resolution No. 2018-78: Reappointing Jennifer Lee to Rental Property Board of Appeal [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2018-78, which reappoints Jennifer Lee to a four-year term on the Rental Property Board of Appeal that expires December 31, 2022.

Motion By: Rich Schubert

Second By: AJ Doyle

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

President: "Motion Passed"

- f. Consider advertising Ordinance No. 2018-1276: Zoning Map Amendment [ACTION ITEM]

Mr. President, I move to advertise Ordinance No. 2018-1276, which pertains to the needed Zoning Map Amendment for the municipal building project, upon the review by the Borough Solicitor.

Motion By: Rich Schubert

Second By: John Frombach

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

President: "Motion Passed"

- g. Consider approving the land development plan for the Brentwood Pool Bathhouse [ACTION ITEM].

Mr. President, upon the recommendation of the Planning Commission, I move to approve the Land Development Plan for the Brentwood Pool Bathhouse.

Mr. Schubert asked if approval of this site plan would preclude the ability of the Borough to make revisions to the locations of features such as walkways, and Manager Zboyovsky replied that this motion only pertains to the bathhouse building footprint.

Motion By: Rich Schubert

Second By: AJ Doyle

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

President: "Motion Passed"

12. Parks and Recreation Committee – Mr. Pat Carnevale

- a. Consider approving request by Jim Attanucci for renewal of parking permit [ACTION ITEM].

Mr. President, I move to approve the request by Jim Attanucci for the renewal of his permit to park his vehicle in Brentwood Park in conjunction with BAA business.

Motion By: Pat Carnevale

Second By: AJ Doyle

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

President: "Motion Passed"

- b. Consider advertising Ordinance No. 2018-1278; Amending in limited part Chapter 70 of the Borough Ordinance extending the Alcohol Permit to the Community Room [ACTION ITEM]

Mr. President, I move to authorize the advertising of Ordinance No. 2018-1278, which amends Chapter 70 of the Brentwood Borough Code to extend the availability of Alcohol Permits to the Community Room.

Motion By: Pat Carnevale

Second By: AJ Doyle

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

President: "Motion Passed"

13. Public Safety Committee – Mr. AJ Doyle

- a. Consider renewing the police car washing contract with Mr. Magic for a period of January 1, 2019 through December 31, 2019 [ACTION ITEM].

Mr. President, I move to renew the agreement with Mr. Magic Cash Wash for the washing of police department vehicles for a period beginning January 1, 2019 and ending December 31, 2019 to be charged to the Borough General Fund Budget Line Item 01-410.450: Contracted Services.

Motion By: AJ Doyle

Second By: John Frombach

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

President: "Motion Passed"

- b. FYI - Act 8 Meeting with Brentwood VFC and EMS

FYI- Mr. President, I will be asking the Borough Manager to schedule the annual Act 8 meetings with both the BFVC and the Brentwood EMS.

- c. FYI - Civil Service Update

Chief Zeppuhar reported that the board has scheduled a meeting for November 30th to review the disqualification of a candidate. Mr. Schubert asked if, following the rendering of this decision, Council could make a hiring decision. Chief Zeppuhar responded that an offer could potentially be made in December but that this officer will not be able to work until a psychological and similar examinations are completed, which could take another three months. Mr. Carnevale asked if the Borough could decertify the civil service list and restart the process, and Solicitor Robb replied that the Borough must hire from the presented list.

- d. Consider Resolution No. 2018-79: Reappointing Clyde Zimmerman to Civil Service Commission [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2018-79, which reappoints Clyde Zimmerman to a six-year term on the Brentwood Civil Service Commission, which shall expire December 31, 2024.

Mr. Schubert asserted that, because of their performance, none of the current Civil Service Commission members should be reappointed. Consensus of Council to table this motion until next week's meeting to give Mr. Zimmerman an opportunity to appear before the board.

14. Community Affairs Committee - Dr. Robert Pasquantonio

- a. Consider Resolution No. 2018-72: Buy Brentwood Campaign [ACTION ITEM]
Mr. President, I move to adopt Resolution No. 2018-72, which authorizes our annual "Buy Brentwood" campaign. I would like to encourage all residents to consider shopping locally during this holiday season, and, in celebration of Small Business Saturday, I move to instruct the Chief of Police to cover the parking meters on November 23rd and 24th.

Motion By: Robert Pasquantonio

Second By: AJ Doyle

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

President: "Motion Passed"

- b. Consider Advertising the 2019 Borough Council Meetings, Planning Commission Meetings, Civil Service Commission Meetings, and Zoning Hearing Board Meetings. [DISCUSSION]
Mr. President, the dates of the 2019 Council Meetings will be considered at next week's meeting. I ask all members to please review the attached schedule.

15. Special Committees

Mr. Carnevale reported on the SHACOG meeting. Stated that this organization is preparing a communications packet regarding forthcoming recycling changes, which will then be disseminated to the municipalities.

16. Old Business

- a. Consider work authorization for Gateway Engineers for the project administration and inspection for the demolition of the former Snee Dairy Building, 12 Hillman Street property and 10-12 Marylea St. [ACTION ITEM]
Mr. President, I move to approve the work authorization from Gateway Engineers for project administration and inspection for the demolition of the former Snee Dairy Building, 12 Hillman Street property and 10-12 Marylea Street property in the not-to-exceed amount of \$7,500, which is to be paid from Borough Building Fund Line Item 19-409-313 Engineering Services.

Motion By: John Frombach

Second By: AJ Doyle

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

President: "Motion Passed"

- b. Consider authorizing the Gateway Engineers to cancel the bid associated with the extension of

a 15" to 18" Sanitary Sewer Line along Rt. 51 [ACTION ITEM]

Mr. President, I move to authorize the Gateway Engineers to cancel the bid associated with the extension of a 15" to 18" Sanitary Sewer Line along Rt. 51.

Mr. Carnevale asked why such an inspection is necessary, and Manager Zboyovsky replied that this review is required due to the needed for engineered compaction of backfill.

Motion By: John Frombach

Second By: Rich Schubert

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

President: "Motion Passed"

17. New Business

None.

18. Public Comment

Joann Cook, 100 W Brentridge Avenue, stated that Brentwood EMS is beginning its subscription drive this week. Additionally asked for a meeting with Council regarding assistance with finding a new home for this organization. Mr. Schubert and Mr. Frombach recommended bringing this item before the Public Safety Committee.

Herb Sill, 230 Bauman Avenue, asked for installation of additional signage to deter illegal left turns from Wainwright Avenue to Brownsville Road.

19. Adjournment

Adjourned at 9:24PM.

Motion By: AJ Doyle

Second By: Rich Schubert

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

President: "Motion Passed"

Respectfully submitted,



Eric Peccon
Assistant Manager