

**BOROUGH OF BRENTWOOD
AGENDA
June 17, 2019 - 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: 7:00PM

1. Call to Order.

Called to order at 7:35PM.

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		Mr. Smith	X	
Dr. Pasquantonio	X		Mayor Troy	X	
Solicitor	X		Manager Zboyovsky	X	

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

Herb Sill, 230 Bauman Avenue, reiterated his opposition to the placement of a paid parking zone on Wainwright Avenue. Asserted that this street has already been significantly strained since the construction of Brentwood Towne Square and that the addition of parking will exacerbate an existing traffic flow problem. Asserted that, due to the narrow width of the road, the parking area will make it impossible for emergency vehicles to pass should they be called to respond during rush hour. Additionally stated that the owner of the Wainwright Avenue building should have entered into an agreement with the adjacent strip mall, as there is ample parking at this site.

Aaron Shutzeus, owner of 6-8 Wainwright Avenue, stated that he has attempted to devise a compromise solution to the parking concerns at his property. Reported that the owner of the strip mall has not returned his calls and the tenants at this site have stated that they are precluded from subleasing any of the stalls. Indicated that the on-street parking would be a temporary solution, as he plans on eventually purchasing the adjoining structure to expand the 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 May 31, 2019 as presented.

Motion By: Rich Schubert

Second By: AJ Doyle

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

President: "Motion Passed"

7. President's Report – Mr. Harold Smith

No report.

8. Mayor's Report

No report.

9. Administrative and Finance Committee – Mr. John Frombach

- a. Consider approving the minutes from the May 2019 Council Meetings [ACTION ITEM].
Mr. President, I move to approve the minutes from the May 20th and May 28th Council Meetings.

Motion By: John Frombach

Second By: AJ Doyle

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

President: "Motion Passed"

- b. Consider Accepting the Treasurer's Report for the Period Ending May 31, 2019 [ACTION ITEM]
Mr. President, I move to accept the Treasurer's Report for the Period Ending May 31, 2019.

Motion By: John Frombach

Second By: Rich Schubert

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

President: "Motion Passed"

- c. Consider ratifying the payment of bills from May 1 through May 31, 2019. [ACTION ITEM]

Mr. President, I move to ratify the payment of bills from May 1 through May 31, 2019 for the following:

- ***General Fund in the amount of \$848,198.21***
- ***Ending fund balance \$3,810,879.91***

- ***Sanitary Sewer Fund in the amount of \$22,222.57***
- ***Ending fund balance \$2,560,296.31***

- ***Park Fund in the amount of \$0.00***
- ***Ending fund balance \$129,473.00***

- ***Capital Improvement Fund in the amount of \$19,346.50***
- ***Ending fund balance \$673,836.22***

- ***Borough Building Fund in the amount of \$24,082.77***
- ***Ending fund balance \$447,742.43***

- ***Liquid Fuels Fund in the amount of \$17,980.52***
- ***Ending fund balance \$370,513.84***

- ***Non-Uniform Pension Fund in the amount of \$3,810.95***
- ***Ending fund balance \$2,028,085.33***

- ***Police Pension Fund in the amount of \$24,991.20***
- ***Ending fund balance \$6,014,485.13***

Motion By: John Frombach

Second By: Rich Schubert

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

President: "Motion Passed"

- d. Consider request from Giant Eagle, Inc. to wave \$4,098.86 in sewage late fees [ACTION ITEM]

Mr. President, I move to deny the request from Giant Eagle, Inc. to waive late fees in the amount of \$4,098.86, which is associated with delinquent sewage fees at its store at 600 Towne Square Way.

Mr. Carnevale asked if the Borough bore any responsibility for for the billing error. Manager Zboyovsky replied that Brentwood continued to bill the property owner, as is required by the sewage ordinance, but this party failed to forward the information to the corporate office following the purchase of the store from the Giant Eagle franchisee.

Motion By: John Frombach

Second By: AJ Doyle

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

President: "Motion Passed"

- e. Consider request from School District to have Building Permit Fees waived [ACTION ITEM]

Mr. President, I move to waive any permit fees associated with the Brentwood Borough School District's renovation projects contingent upon their completion of a building permit application and the filing of all necessary supporting documentation for said permits.

Motion By: John Frombach

Second By: Robert Pasquantonio

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

President: "Motion Passed"

- f. Consider accepting the resignation of Ms. Karen McWilliams from the position of Administrative/Clerical assistant effective June 21, 2019 at 2:00 PM [ACTION ITEM]

Mr. President, I move to accept the resignation of Karen McWilliams from the position of Administrative/Clerical assistant effective June 21, 2019 at 2:00 PM

Mr. Carnevale asserted that Ms. McWilliams has been a valuable asset to the Borough, and Council subsequently thanked her for her service.

Motion By: John Frombach

Second By: Pat Carnevale

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

President: "Motion Passed"

- g. Consider authorizing the Borough Manager to advertise for a fulltime Office Administrative/Clerical Position in accordance with the Collective Bargaining Agreement [ACTION ITEM]

Mr. President, I move the Borough authorize the Borough Manager to advertise for a full time Office Administrative/Clerical Position in accordance with the Collective Bargaining Agreement.

Motion By: John Frombach

Second By: AJ Doyle

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

President: "Motion Passed"

10. Public Works Committee – Ms. Jennifer George

- a. FYI - 2019 Sidewalk Cost Sharing Program

FYI: Mr. President, the Borough has processed 42 applications for participation in the Shared Cost Sidewalk Restoration Program. A pre-construction meeting will be held with the vendor next week, and work will begin approximately two weeks from today.

11. Zoning and Ordinance Committee – Mr. Rich Schubert

- a. Consider Ordinance No. 2019-1280: Designation of Paid Parking Zone on Wainwright Avenue [ACTION ITEM]

Mr. President, I move to adopt Ordinance No. 2019-1280, which would authorize the creation of a mobile paid parking zone on Wainwright Avenue between Brownsville Road and Bauman Avenue.

Mr. Carnevale stated that, when the property was last occupied, the landlord was able to acquire tenants without providing parking directly in front of the storefronts. Asserted that these new spaces will constitute a traffic hazard. Mayor Troy replied that Chief Zeppuhar has observed parking patterns at this site over the last several months and has not witnessed any problematic situations; believes that the spaces will actually serve a traffic calming function by forcing drivers to reduce their speed as they reach the Brownsville Road-Wainwright Avenue intersection. Mr. Frombach indicated that this measure is vital to providing a new local business an opportunity to gain a foothold in the community.

Motion By: Rich Schubert

Second By: John Frombach

Ayes: Doyle, Frombach, Pasquantonio, Schubert, Smith

Nays: Carnevale

President: "Motion Passed"

12. Parks and Recreation Committee – Mr. Pat Carnevale

Mr. Carnevale reviewed the discussion points of last week's committee meeting. Stated that 4 summer employees have been attained through the state Office of Vocational Rehabilitation program, and these individuals began work this week. Also indicated that DPW should have a quote for a field groomer extension for the mower by the next meeting.

- a. Consider Resolution No. 2019-39: Concurring Resolution accepting CD 45 Grant Application for Civic Center ADA Project [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2019-39, which authorizes the acceptance of a \$20,000 grant through the CDBG program to assist with accessibility

improvements at the Brentwood Civic Center.

Mr. Schubert questioned the scope of work, and Manager Zboyovsky replied that the primary improvements will be to the restrooms and the egress doors.

Motion By: Pat Carnevale

Second By: AJ Doyle

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

President: "Motion Passed"

- b. FYI - Operating Hours for Brentwood Playground during Pool Construction Activities
Mr. President, after further discussing with the Borough Manager, Recreation Director, and contractor, it is not believed that the playground is in an area that will be impacted by demolition activities at the Pool Bathhouse and Civic Center. A park guard will be stationed nearby as a precaution. As such, the playground will remain opened during the demolition phase, and the matter will be readdressed when the pool contract is awarded.

Mr. Doyle questioned if there will be any impact to the pavilion, and Mr. Carnevale responded that there is no anticipated effect on this facility.

13. Public Safety Committee – Mr. AJ Doyle

- a. FYI - Civil Service Commission - Certification of Police Officer Candidates
Mr. President, the Borough's Civil Service Commission will be reviewing the results of the scheduled June 25th Police Officer Candidate Physical Agility Test results and Written Examination results during their scheduled July 2, 2019 meeting. The deadline for submitting applications was June 13, 2019. The Borough has received a total of 18 applications.

Mr. Carnevale questioned the dates that applications were received, and Chief Zeppuar replied that the majority were submitted on the final day before the deadline. Mr. Frombach also commented on the professional appearance of the revised application forms.

- b. FYI - Brentwood Police promotional examination.
Mr. President, the Brentwood Civil Service Commission will be conducting a promotional examination on June 26, 2019 at 10:00 AM in the Borough Building. The Borough has received 10 letters of intent from Brentwood Officers who are planning on taking this examination. There are currently two possible openings for the rank of Sergeant within the Brentwood Borough Police Department. We wish each of the candidates the best of luck.

14. Community Affairs Committee - Dr. Robert Pasquantonio

- a. Consider request from the Brentwood Historical Society to use the lawn between the Library

and High School during the Community Yard Sale [ACTION ITEM]

Mr. President, I move to approve the request from the Brentwood Historical Society to use the lawn between the Library and High School during the 2019 Community Yard Sale.

Motion By: Robert Pasquantonio

Second By: AJ Doyle

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

President: "Motion Passed"

- b. FYI - Taking It To The Streets Saturday July 27th

Mr. President, due to the success of the Borough's first "Takin' It to the Streets" fair in May, Brentwood will hold a second event on Saturday, July 27th. The event will once again take place on Brownsville Road between Park Drive and Marylea Avenue from 6PM to 10PM.

The evening will include Food Trucks, games, and craft beer from Spoonwood Brewing. A live band will be on hand, so guests are invited to bring chairs and enjoy an evening in front of the stage.

- c. FYI - Community Day Update

FYI- Community Day is Scheduled for Saturday, June 29th. Festivities will take place on the stadium field from 10:00 am to 4:00 pm. Food trucks, vendor booths, games, live music, and other entertainment will be available for public enjoyment.

15. Special Committees

Mr. Doyle reported from the July 4th Committee. Indicated that, due to a donation from AHN facility contractor Rycon Construction, two live bands will perform from parade floats. Also stated that the organization confirmed today that there will be a military flyover prior to the event.

16. Old Business

- a. Consider Resolution No. 2019-40: Settlement Agreement and Mutual General Release [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2019-40, which authorizes the Borough to enter into a Settlement Agreement and Mutual General Release with Plavchak Construction Co., Inc. and The Gateway Engineers, Inc. The Borough's contribution of \$350,000 toward the \$450,000 settlement will be paid from Capital Improvement Fund Line Item 18-454.611 Phase III Construction, with any remaining balance being paid from Capital Improvement Fund Line Item 18-495.000 Contingency.

Mr. Schubert asked if the amount of the settlement has already been earmarked, and Manager

Zboyovsky responded affirmatively.
Motion By: Rich Schubert
Second By: John Frombach

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

President: "Motion Passed"

17. New Business

Mr. Doyle questioned if there is a need to meet next week. Mr. Schubert replied that, if there are no pressing issues by the close of the week, the meeting can be formally canceled. Consensus of Council not to take formal action tonight.

18. Public Comment

George Madeja, 111 Bauman Avenue, questioned when the playground will be reopened, and Mr. Smith replied that the temporary construction fence will be removed tomorrow. Also asked for the date of the discussed community yard sale, and Mr. Doyle responded that it is annually scheduled for the first Saturday in August.

Herb Sill, 230 Bauman Avenue, restated his concerns regarding the use of asphalt to temporarily repair damaged concrete curbs. Manager Zboyovsky replied that he will have DPW contact him to review the reason for the placement of a patch on a curb abutting a Bauman Avenue home.

19. Adjournment

Adjourned at 8:41PM
Motion By: Rich Schubert

Second By: AJ Doyle

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

President: "Motion Passed"

Respectfully submitted,

Eric Peccon
Assistant Manager