

BOROUGH OF BRENTWOOD
AGENDA
August 19, 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: 6:30 PM

1. Call to Order.

Called to order at 7:37PM.

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.

None.

5. Communications.

- a. Letter from Brentwood Park Initiative

The Borough has received a letter from the Brentwood Park Initiative indicating that this group plans to dissolve effective June 30, 2020.

Mr. Carnevale asked how the organization plans to disburse its remaining funds. Manager Zboyovsky replied that said funds will be spent on park improvements, but the nonprofit's board has not yet presented any plans to the Borough. Mr. Frombach asked Council to consider adopting a formal resolution to thank this group for its contributions.

- b. Letter from Allegheny County Council
Allegheny County Council's Special Committee on the Independent Police Review Board has called a Special Committee Meeting for Wednesday, August 21, 2019 at 4:00pm to consider action regarding Bill No. 10909-18. The committee meeting is open to the public, and it will be held in the 4th Floor Gold Room of the Allegheny County Courthouse.

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 July 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

- a. Joint Council/School Board Meeting
The next joint meeting with the Brentwood Borough School Board is scheduled for next Tuesday, August 27th at 7:00 PM at the Borough Building. Please send any agenda items to the Borough Manager by Friday.
- b. Borough Manager Accredited through the ICMA
The Borough received noticed that George recently received the Credentialed Manager designation from the International City/County Management Association. He is one of only 39 credentialed Managers in Pennsylvania. Congratulations!

8. Mayor's Report

No report.

9. Administrative and Finance Committee – Mr. John Frombach

- a. Consider approving the minutes from the July 2019 Council Meeting [ACTION ITEM].
Mr. President, I move to approve the minutes from the July 15 & July 22, 2019 Council Meetings.

Motion By: John Frombach

Second By: Pat Carnevale

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

President: "Motion Passed"

- b. Consider Accepting the Treasurer's Report for the Period Ending July 31, 2019 [ACTION ITEM]

Mr. President, I move to accept the Treasurer's Report for the Period Ending July 31, 2019.

Mr. Carnevale continued to assert that the employee share of FICA contributions should be recorded as a revenue.

Motion By: John Frombach

Second By: Rich Schubert

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

President: "Motion Passed"

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

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

***General Fund in the amount of \$463,194.62
Ending fund balance \$3,830,865.02***

***Sanitary Sewer Fund in the amount of \$230,006.77
Ending fund balance \$2,187,822.95***

***Park Fund in the amount of \$0.00
Ending fund balance \$129,581.21***

***Capital Improvement Fund in the amount of \$787,929.84
Ending fund balance \$ 413,171.93***

***Borough Building Fund in the amount of \$16,622.00
Ending fund balance \$380,575.27***

***Liquid Fuels Fund in the amount of \$19,848.15
Ending fund balance \$341,004.92***

Non-Uniform Pension Fund in the amount of \$5,641.05

Ending fund balance \$2,118,439.68

Police Pension Fund in the amount of \$32,147.68

Ending fund balance \$6,280,321.46

Motion By: John Frombach

Second By: AJ Doyle

Ayes: Doyle, Frombach, Pasquantonio, Schubert, Smith

Nays: Carnevale

President: "Motion Passed"

- c. Consider extending the internship of Tara Jerry [ACTION ITEM].

Mr. President, I move to extend the administrative internship of Tara Jerry through December 31, 2019.

Mr. Carnevale asserted that the rate of pay for the internship should be increased due to the assistance that Ms. Jerry has provided in the absence of clerical staff.

Motion By: John Frombach

Second By: AJ Doyle

Ayes: Doyle, Frombach, Pasquantonio, Schubert, Smith

Nays: Carnevale

President: "Motion Passed"

- d. Consider Authorizing the Borough Manager to work with PFM on the possible refinancing of the Borough's 2012 and 2015 General Obligation Bonds [DISCUSSION ITEM]

Mr. President, because of favorable market conditions, the Borough has an opportunity to refinance its Series 2012 and 2015 bonds and attain a significant interest savings. This can be done without changing the terms of the debt repayment. All savings will be net of estimated financing costs. Attached to this agenda information is a handout prepared by PFM that explains the refinancing process in detail.

Mr. Carnevale inquired if the Borough should wait to determine whether or not the Federal Reserve Board is planning to further lower interest rates. Manager Zboyovsky replied that this motion will start the refinance process but does not yet bind the Borough to act on a particular date; representatives from PFM can subsequently provide advice on the best course of action.

- e. Considering Authorizing the Borough Manager to hire _____ as Office Administrative/Clerical employee associated with Sewage/Refuse Collections at the probationary rate of \$11.00/Hour [ACTION ITEM]

Mr. President, I move to authorize the Borough Manager to hire Amy Medway as Office Administrative/Clerical employee in accordance with the Collective Bargaining Agreement at

the probationary rate of \$11.00/Hour [ACTION ITEM]

Motion By: John Frombach

Second By: AJ Doyle

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

President: "Motion Passed"

f. FYI - Administrative & Finance Committee Meeting

Mr. President, I would like to schedule an Administration & Finance Meeting, and I ask the Borough Manager to coordinate a meeting for within the next week.

10. Public Works Committee – Ms. Jennifer George

a. Consider awarding the Wanley Road bank stabilization project to CTM Construction in the amount of \$9,880 [ACTION ITEM].

Mr. President, I move to award the Wanley Road stream bank stabilization project contract to CTM Construction, Inc. in the amount of \$9,880, which is to be paid from Capital Improvement Fund Line Item 18-439.619: Street Paving & Rehabilitation Program.

Mr. Schubert questioned if this project will impact future paving allocations. Manager Zboyovsky replied that these repairs are being prioritized because this year's contract came in approximately \$83,000 under budget.

Motion By: Pat Carnevale

Second By: Rich Schubert

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

President: "Motion Passed"

b. Consider Resolution No. 2019-46: Agreement for Transit Passenger Shelter [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2019-46, which authorizes the Borough to enter into an agreement with the Port Authority of Allegheny County for the replacement of the transit shelter adjacent to the Brentwood Loop bus stop at no cost to the Borough.

Motion By: Pat Carnevale

Second By: AJ Doyle

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

President: "Motion Passed"

- c. Consider Part-Time Custodian Position [DISCUSSION ITEM]

Mr. President, this item is associated with the Borough's hiring of a part-time employee for the purpose of providing janitorial services to the Borough Building, DPW Building, Library, Civic Center, and Park Restrooms.

Mr. Carnevale asserted that, by allowing the custodian to clean the park and Civic Center restrooms, this employee will be taking work away from bargaining unit employees. Manager Zboyovsky replied that, in accordance with the CBA, the union has agreed to allow the Borough to remove all janitorial duties from contract employees. Mr. Schubert asked why the Borough is not proposing to subcontract this work to a third party, and Manager Zboyovsky responded that it is more economical to hire directly.

11. Zoning and Ordinance Committee – Mr. Rich Schubert

- a. Consider Ordinance No. 2019-1281: 10-12 Marylea Avenue Map Amendment [ACTION ITEM]

Mr. President, I move to adopt Ordinance No. 2019-1281, which would authorize the rezoning of the Borough-owned parcel at 10-12 Marylea Avenue from the R- 1 single-family residential district to the MUN mixed-use neighborhood district.

Mr. Carnevale questioned if the rezoned parcel could be utilized for EMS operations. Asst. Manager Pecon replied that such a building is potential feasible, as an ambulance facility is a conditional use in the mixed-use district.

Motion By: Rich Schubert

Second By: AJ Doyle

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

President: "Motion Passed"

- b. Consider incorporating amendment to telecommunications ordinance into multi-part zoning ordinance revisions [DISCUSSION ITEM]

Mr. Schubert asked for discussion on this item to be deferred until further information is received from a representative of Comcast.

- c. Consider incorporating amendment to short term rental ordinance in multi-part zoning ordinance revisions [DISCUSSION ITEM]

Mr. Schubert replied that this item was not discussed at this week's Z&O Committee meeting; asked to defer discussion until after the committee reconvenes next week.

12. Parks and Recreation Committee – Mr. Pat Carnevale

- a. Consider awarding the Brentwood Pool/Bath House Renovation Project to _____ with a base bid of \$X,XXX,XXX and to (INCLUDE or NOT INCLUDE) Additional Alternate No. 1 associated with Spray Features at an additional cost of \$XX,XXX and to (INCLUDE or NOT INCLUDE) Additional Alternate No. 2 associated with Site Lighting at a cost of \$XX,XXX, and to [ACCEPT or REJECT] Deduction Alternate No. 3 associated with a reduced landscaping plan in the amount of \$XX,XXX for a total cost of \$X,XXX,XXX to be paid from the Borough's 2019 and 2020 Capital Improvement Fund Budget Line Item 18-452-611 Pool Improvements [DISCUSSION ITEM]

Mr. President, Dennis Flynn of the Gateway Engineers is present this evening to review the Bids for the Brentwood Pool/Bath House Renovations projects. There are three different Add Alternates that the Borough will also need to review and make a decision on prior to awarding this project.

Mr. Carnevale questioned why climbing walls are not included in the bid. Mr. Flynn replied that it was the consensus of Council to remove this item when proposals were originally solicited due to liability concerns.

Mr. Doyle asked for clarification on lighting options. Mr. Flynn responded that the internal lighting and the conduit to serve potential overhead lighting is included in the base bid; light towers are listed as an alternate.

Mr. Carnevale and Mr. Schubert questioned if the Borough can award the contract since the agreement for the grant award has not yet been executed. Manager Zboyovsky replied that he has not yet received a definitive answer from state officials but that DCNR representatives are working to expedite the necessary federal documentation.

Mr. Schubert also spoke in favor of the deduct option for the landscaping so as to potentially increase the sunbathing area. Mr. Frombach asserted that the site will look barren if these plants are eliminated.

Mr. Carnevale and Mr. Schubert questioned the financial impact of the higher-than-expected bids. Manager Zboyovsky replied that, if all alternates are accepted, the project will be 11% higher than the budgeted amount. Will provide Council with potential options for paying for this project.

13. Public Safety Committee – Mr. AJ Doyle

Mr. Carnevale reported that a resident had contacted him regarding a 911 call over teenagers skateboarding in the middle of Brownsville Road. Chief Zeppuhar replied that an officer responded within 10 minutes despite the call being transmitted during shift change.

- a. FYI: Oral examinations for the rank of Sergeant will be held on Saturday August 24th.
FYI: Mr. President, an oral promotional examination for the position of Sergeant with

the Brentwood Police Department will be held on Saturday, August 24th.

- b. FYI: Oral examinations for new officer will be held on Friday August 23rd.

FYI: Mr. President, an oral promotional examination for the position of Patrolman with the Brentwood Police Department will be held on Friday, August 23rd.

14. Community Affairs Committee - Dr. Robert Pasquantonio

- a. FYI - BBW Chamber Food Truck Festival scheduled for August 29th.

FYI, The Brentwood-Baldwin-Whitehall Chamber of Commerce will host its annual Food Truck Festival this Thursday, August 29th from 5PM to 7PM at Baldwin High School.

Enjoy slow-cooked classics from South Side BBQ, Cajun creations from Pittsburgh Po'Boy, specialty slices from Bados Pizza, legendary sandwiches from Primanti Brothers, delicate French street foods from Pittsburgh Crepes, frozen treats from Sugar 'n Spice, and gourmet coffee from Sweet Sips Cafe.

- b. FYI - "Taking It to the Streets" Fair - September 28th

Brentwood residents can welcome the upcoming fall season by "Taking It to the Streets" on September 28th. The event will once again feature food trucks, games, live entertainment, and local brews.

15. Special Committees

Mr. Carnevale reported from SHACOG. Unit costs for rock salt are expected to increase substantially.

16. Old Business

No items.

17. New Business

No items.

18. Public Comment

None.

19. Adjournment

Adjourned at 8:52PM.

Motion By: Rich Schubert

Second By: AJ Doyle

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

President: "Motion Passed"

Respectfully submitted,

Eric Peccon
Assistant Manager