

**BOROUGH OF BRENTWOOD
AGENDA
November 12, 2019 - SPECIAL MEETING MINUTES
6:00 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.

Budget Meeting #2

1. Call to Order.

Called to order at 6:29PM.

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			Manager Zboyovsky	X	

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

N/A

5. Communications.

N/A

6. President's Report – Mr. Harold Smith

N/A

7. Mayor's Report – Mr. Dennis Troy

N/A

8. Administrative and Finance Committee – Mr. John Frombach

N/A

- a. 2020 - 08 Sewer Fund Revenues & Expenditures

Manager Zboyovsky indicated that the beginning balance will be revised to account for the \$1 million that is presently housed in a certificate of deposit. Mr. Carnevale requested that the Borough consider place additional unreserved funds in a CD. Mr. Carnevale also questioned how ALCOSAN computes the fees that it assesses to the Borough, and Manager Zboyovsky replied that such charges are based upon resident water bills.

b. 2020 - 15 Park Fund Revenues & Expenditures

Manager Zboyovsky indicated that the Borough will more aggressively market the availability of advertising space at park facilities. Also reviewed the proposed equipment purchases from this fund; consensus of the members present that such expenditures were appropriate.

c. 2020 - 19 Borough Building Fund Revenues & Expenditures

Mr. Carnevale questioned if the allocation for furnishings was sufficient to purchase all new fixtures, and Manager Zboyovsky replied that the listed estimate was supplied by design consultant Virginia Weida.

d. 2020 - 35 Highway Aid Fund Revenues & Expenditures

Manager Zboyovsky drew attention to the proposed purchase of an excavator. Mr. Carnevale questioned if there was sufficient staffing to properly utilize this equipment. Manager Zboyovsky replied that only three DPW employees are needed for a catch basin repair detail; construction activities can be scheduled during the spring & fall fringe seasons so as not to interfere with park maintenance.

e. 2020 - 95 Operating Reserve Fund Revenues & Expenditures

Manager Zboyovsky indicated that all savings realized through the refinancing of the Borough's General Obligation Bonds will be transferred to this fund.

f. Revisions to 2020 General & Capital Improvement Fund Budgets

Manager Zboyovsky reported that revisions were limited and included the following:

- Adjustments to employee salaries based upon consensus reached at executive session in October.
- Addition of line item for funding of youth motivational speaker.
- Addition of line item for possible retail development consultant and commensurate removal of funding from marketing study.
- Transfer of savings from bond refinancing to Operating Reserve Fund and corresponding decrease in transfer to Capital Improvement Fund due to reduction in debt interest.

g. Results of Banking RFP

Manager Zboyovsky reviewed the content of the proposals. Consensus of the members present to consider approving a contract with Brentwood Bank at next week's meeting.

9. Public Works Committee – Ms. Jennifer George

N/A

10. Zoning and Ordinance Committee – Mr. Rich Schubert

N/A

11. Parks and Recreation Committee – Mr. Pat Carnevale

N/A

12. Public Safety Committee – Mr. AJ Doyle

N/A

13. Community Affairs Committee – Dr. Robert Pasquantonio

N/A

14. Old Business

N/A

15. New Business

N/A

16. Public Comment

N/A

17. Adjournment

Adjourned at 7:46PM.

Respectfully submitted,

Eric Pecon
Assistant Manager