

**BOROUGH OF BRENTWOOD
MINUTES OF THE AGENDA MEETING OF COUNCIL
OCTOBER 18, 2011**

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EXECUTIVE SESSION: President Trexler stated an Executive Session was held this evening to discuss personnel and contractual issues. No votes were taken.

1. Call to Order. The Agenda meeting of the Council of the Borough of Brentwood was called to order by President Trexler at 7:30 P.M. on Tuesday, October 18, 2011 in Council Chambers.

2. Pledge of Allegiance. The Pledge of Allegiance was recited by all in attendance.

3. Roll call: The following answered roll call: Mrs. Catherine Trexler, Mrs. Ann Schade, Mr. Clyde Zimmerman, Mr. Charlie Johnson, Mr. David Wenzel (via speaker phone) and Mrs. Susan Lockhart.

Absent: Councilman Mario Richards.

Also Present: Mayor Kenneth Lockhart, Borough Manager George Zboyovsky, Solicitor Thomas Ayoob III and Administrative Assistant Mary Lou Garase.

4. Public comments on Agenda Action items only. Please limit remarks to 3 minutes. None.

5. Communications. None.

6. Department and Borough Managers Reports: President Trexler stated the following reports will be considered at the Council meeting:

- a. Public Works Department
- b. Building Inspector
- c. Engineer
- d. Police Chief
- e. EMS
- f. Fire Department
- g. Solicitor
- h. Borough Manager

7. President's Report. President Trexler reported the following:

- Grand Opening of Erb Physical Therapy on October 29, 2011 from 5:00 P.M. to 7:00 P.M.
- Redd Up Day is Saturday, October 22, 2011 from 10:00 A.M. to 2:00 P.M.
- ALCOSAN – Meeting on October 24, 2011 from 5:30 P.M. to 7:30 P.M. at the Community Room.
- BBOA Light-Up-Night on Tuesday, November 15, 2011 from 5:00 P.M. to 8:00 P.M.

- The next Agenda meeting will be held on Wednesday, November 16, 2011 at 7:30 P.M. in Council Chambers.

8. Mayor's Report. Mayor Lockhart stated he may have a report next week.

9. Administrative and Finance Committee – Mr. David Wenzel stated the following will be considered at the Council meeting:

- a. Approve the Minutes of the September 20, 2011 Agenda meeting
- b. Approve the Minutes of the September 27, 2011 Regular meeting.
- c. Accept the Treasurer's Report for the period ending September 30, 2011.
- d. Consider payment of the bills from September 16, 2011 through October 12, 2011 from the General Fund in the amount of \$623,147.04.
- e. Consider payment of the bills from September 16, 2011 through October 12, 2011 from the Sanitary Sewer Fund in the amount of \$296,737.40.
- f. Consider payment of the bills from September 16, 2011 through October 12, 2011 from the Capital Improvement Fund in the amount of \$11,272.95.
- g. Consider payment of the bills from September 16, 2011 through October 12, 2011 from the Non-Uniform Pension Fund in the amount of \$1,439.47.
- h. Consider payment of the bills from September 16, 2011 through October 12, 2011 from the Police Pension Fund in the amount of \$21,436.74.
- i. Consider extending IN Community Magazine through 2012 at the current rate.
- j. FYI – Official Notice Borough of Brentwood Council 2012 Budget Workshop. The first workshop will focus primarily on the General Operating Fund on the Proposed 2012 Budget. This workshop has been scheduled for next Tuesday, October 25, 2011, at 5:00 P.M. in Council Chambers. The second 2012 Budget Workshop focusing on the Borough's Special Accounts is scheduled for Wednesday, November 16, 2011, also beginning at 5:00 P.M., in Council Chambers.

10. Public Works Committee – In the absence of Mr. Mario Richards, Mr. Clyde Zimmerman stated the following will be considered at the Council meeting:

- a. Accept the Public Works Supervisor's monthly report.
- b. Consider Resolution No. 2011-35, Customer Service Agreement with Unifirst – DWP Uniforms.
- c. FYI – Reminder that Leaf Collections will begin October 24, 2011 and continue through November 18, 2011.

11. Zoning and Ordinance Committee – Mrs. Ann Schade stated the following will be considered at the Council meeting:

- a. Accept the Building Inspector's monthly report.
- b. FYI – There is no Planning Commission Meeting in October
- c. FYI – There is no Zoning Hearing Board Meeting in October.
- d. Consider revising Borough Code 174-6 - Garbage

Mr. Wenzel questioned the revising of the Ordinance regarding garbage. Manager Zboyovsky stated several residents have complained regarding trash being set out for pickup and animals get into the garbage bags and it is strewn about on the sidewalks and property. A discussion ensued and it was agreed that the ordinance be reviewed and revised considering the time of trash being placed out, the time of pickup, trash being placed at curbside in containers, recycling, etc.

President Trexler stated if here is a nuisance problem it should be addressed with the residents perhaps causing it, it may be a routine occurrence. We could raise awareness by placing an article in the Community Magazine. Mr. Wenzel said we need to discuss their further prior to making revisions to the ordinance.

12 Park and Recreation Committee – Mr. Charlie Johnson stated the following will be considered at the Council meeting:

- a. BPI Update –
- b. Brentwood Dukes requesting for parking vehicles in the park during 2011 Football Season

Mr. Johnson said he tried to contact the Dukes regarding the request for a parking permit to park vehicles in the park for the 2011 season. Mr. Johnson said the 2011 season is over; however, he will contact the Dukes to discuss this and request a letter be submitted for the 2012 season.

Mr. Johnson said this will be removed from the agenda for next week.

13. Public Safety Committee – Mr. Clyde Zimmerman

- a. Accept the Police Chief's monthly report.
- b. Consider recommendation from Safety Committee to require all organizations that use the Borough fields to have an AED present while using any Borough field.

Mr. Zimmerman stated this is very important and we are requesting all organizations to supply their own AED and to be available at all events on Borough fields. Mr. Johnson said several organizations are participating on the fields at one time; therefore, we should notify the Borough organizations that we recommend they supply their own AED's. Mayor Lockhart said the organizations should also provide the training on the use of the AED. Mr. Zimmerman stated the AED's are approximately \$700.00 each.

Mrs. Lockhart stated the organizations can apply for grants or request a donation from Highmark or UPMC. Mr. Johnson stated the Pittsburgh Pirates has grant for field improvement and possibly this may be included in the grant. Mr. Johnson said he has the paperwork and will apply.

Manager Zboyovsky stated along with the suggestion of the Safety Committee to purchase individual AED's for their organizations, national information was distributed regarding young individuals, high school students, that died and could have been saved if AED's were available.

Mr. Zimmerman continued:

- c. Consider renewing the Mr. Magic Car Wash Contract for the period of January 1, 2012 to December 31, 2012 at the annual rate of \$1,750.00. (Same as last year.)
- d. Consider Library Board appointments – two (2) terms expire December 31, 2011.
- e. Consider to retain police Officer Joshua Scott as a full-time Police Officer with the Borough of Brentwood and his wagers to correspond with the current contract requirements.

14. Special Committees – President Trexler stated she will report on the EDS and possibly SHACOG.

Alcosan - Mr. Johnson sated he will go to the Alcosan meeting on Thursday.

Mr. Johnson said the following week is the CONNECT meeting.

15. Old Business –

- a. FYI – Pro Courts Installation

Manager Zboyovsky stated a sample court has been installed at the basketball court area in the park, please go to the park, check it out and give us your opinion. Manager Zboyovsky stated the contractor will post a sign requesting written opinions. Mr. Johnson this was a free installation and requested everyone to go and check it out.

16. New Business –

- a. Consider authorizing Borough Manager to pursue a Brentwood Borough Flag.

Manager Zboyovsky stated he spoke with Dr. Lese and was questioned if the Borough had a flag. Manager Zboyovsky suggested we consider creating a Borough flag. Mr. Wenzel questioned if we have a flag at this time; if not, have one designed and incorporate the centennial, note the first 100 years. A discussion ensued.

- b. Consider the purchasing of 3 iPad 2s for Manager, Public Works Superintendent, and Code Department.

Manager Zboyovsky explained the advantage of having the iPad2s for quick information, forms, and changes to be made immediately, not back at the office. A discussion ensued

and it was agreed this would be an advantage and great tool for updating and tracking information as it occurs.

17. Public comment – Please try to limit remarks to 3 minutes.

a. Pat Carnevale, Shadewell Ave., came before Council regarding the following:

- Review pay records (2006-2011)
- Summer hired help (Work until October/November)
- Joshua Scott (Probationary Period)
- Temporary employees
- Financial Report (Police money)
- Signatures on paychecks/audit reports
- DROP Program
- Human Resources Representative

Mr. Carnevale stated he knows the Manager is addressing this.

M-1 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried to adjourn the meeting at 8:10 P.M. ALL AYES.

Respectfully submitted,

Mary Lou Garase
Administrative Assistant