

**BOROUGH OF BRENTWOOD
MINUTES OF THE AGENDA MEETING OF COUNCIL
WEDNESDAY, NOVEMBER 16, 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 Catherine Trexler at 7:30 P.M. on Wednesday, November 16, 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: Mr. Charlie Johnson, Mrs. Ann Schade, Mr. Clyde Zimmerman, Mr. David Wenzel, Mrs. Susan Lockhart and Mrs. Catherine Trexler.

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.

- Action Item 9j
- Action Item 9k
- Action Item 12b
- Action Item 12c
- Action Item 13c
- Action Item 16a
- Action Item 16b

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 Martha Greenbelt is retiring in December from the Brentwood School District. President Trexler read the retirement letter from Council.

8. Mayor's report. Mayor Lockhart read the Proclamation for Jane Haney recognizing her in retirement as Treasurer of the Friends of the Brentwood Library.

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

- a. Approve the Minutes of the October 18, 2011 Agenda meeting.
- b. Approve the Minutes of the October 25, 2011 Regular meeting.
- c. Accept the Treasurer's Report for the Period ending October 31, 2011.
- d. Consider payment of the bills from October 13, 2011 through November 10, 2011 from the General Fund in the amount of \$121,195.72.
- e. Consider payment of the bills from October 13, 2011 through November 10, 2011 from the Sanitary Sewer Fund in the amount of \$44,997.46.
- f. Consider payment of the bills from October 13, 2011 through November 10, 2011 from the Capital Improvement Fund in the amount of \$7,166.14.
- g. Consider payment of the bills from October 13, 2011 through November 10, 2011 from the Non-Uniform Pension Fund in the amount of \$894.85.
- h. Consider payment of the bills from October 13, 2011 through November 10, 2011 from the Police Pension Fund in the amount of \$22,699.23.
- i. Discuss the financing 2007 Bond – Prepare RFP

Borough Manager George Zboyovsky stated he received several calls from financial institutions indicating our bond is reaching the maturity date and with the way interest rates are now it would behoove us to refinance it. I actually met with PNC a few months ago and we looked at some numbers. The preliminary numbers, a few months ago, and the numbers are even better now, it would save us on the life of the bond approximately \$150,000. After a brief discussion several Council members agreed it is a good idea to look into this.

Mr. Wenzel continued,

- j. Consider resolution No. 2011-36, "Non Union Salaries"

M-1 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council adopt Resolution No. 201-36 establishing and setting the salaries and Wages for Non-Union and Non-Contractual employees of the Borough of Brentwood for the Calendar Year 2012. ALL AYES.

Mr. Wenzel continued,

- k. Consider Manager's 2012 Employment Agreement

M-2 Motion by Mr. Wenzel, seconded by Mrs. Schade and duly carried that Council approve the 2012 Borough Manager's Employment Agreement. ALL AYES.

Mr. Wenzel continued,

- l. Consider the preparation and advertising of Ordinance No. 2011-1200-2012 Tax Levy
- m. Consider Resolution No. 2011-37, 2012 Proposed Budget
- n. Consider switching Healthcare Plans.

Manager Zboyovsky stated Council brought on new Health Care Consultants last June. The plan year runs from July 1st through June 30th. With healthcare Costs, UPMC and Highmark, we did applications with all employees and received preliminary bids. The bids looked good and we then had the employees fill out the applications for UPMC which have the lowest preliminary rate. As of yesterday, we received concrete numbers with substantial savings, not only that the co-pay is lower and it is a high deductible plan. Without divulging too much since we are in negotiations with the police, it will save the Borough money without reducing benefits actually improve some of the coverage. In the future, some of the UPMC Hospitals may or may not be covered under Highmark and it will be an easy transition for the Borough employees. If Council is okay with that, I will start talking with the union, the contracts says as long as we don't reduce the level of service coverage, we can move plans.

Mr. Johnson said I believe we should move forward.

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 Scope of Services with the Pennsylvania Resource Council to provide assistance to the Borough as it relates to a review of Brentwood's current system for handling/disposing of solid waste and recyclable.
- c. FYI – Reminder that Leaf Collections began on October 24, 2011 and will continue through November 18, 2011.
- d. Consider DPW Employee – End of Probation.
- e. Other Items.

11. Zoning and Ordinance Committee – Mrs. Schade said 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 November.
- c. FYI – There is no Zoning Hearing Board meeting in November.
- d. Consider waiving Zoning Hearing Board Fee in the amount of \$500 for the Brentwood Volunteer Fire Department for their application fee for a sign Variance.

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

- a. BPI Update
- b. Consider Resolution No. 2011-38, DCNR Grant Agreement [Action Item]

M-3 Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried that Council adopt Resolution No. 2011-38, DCNR Grant Agreement for the Brentwood Community Park – Development Project LWCF 42-01565 (ME588565). ALL AYES.

Mr. Johnson continued,

- c. Consider Resolution No. 2011-39, CITF Grant Agreement [Action Item]

M-4 Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried that Council adopt Resolution No. 2011-38, CITF Grant Agreement for the Brentwood Park Redevelopment Plan (Brentwood Park Initiative) Grant (1011-2-CITF-036). ALL AYES.

Mr. Johnson continued,

- d. Consider request from BAA to extend contract.

Mr. Johnson said the BAA has been granted an extension to their contract since 1992 so they can plan in advance on what they plan to do to the fields, etc. Mr. Johnson said it is a good thing so they can plan their projects; I think all of Council would be in agreement on this.

13. Public Safety Committee – Mr. Zimmerman stated the following will be considered at the Council meeting:

- a. Accept the Police Chief's monthly report.
- b. Consider awarding Video Surveillance System Contract

Manager Zboyovsky stated this is a grant received through State Representative Harry Readshaw, two years ago. The project is due by June 2012, we received eight (8) proposals and one bid came in at \$15,000. Manager Zboyovsky stated he is in the process of reviewing the bids and the alternate bids. A summary packet will be in the Council mail this week.

Manager Zboyovsky questioned Solicitor Ayoob if a sign is to be posted due to the new audio system. Solicitor Ayoob said to the extent there is audio, you have to let the people know when you are taping them. Solicitor Ayoob said you have to watch though it is on when the Minutes aren't being done and it is in addition to the Minutes. It is something I can look at this, I'm sure there is not an easy answer. Manager Zboyovsky said it is motion censored; it won't be on all the time. Solicitor Ayoob said I would do both, but ask the vendor and if you want to authorize me, I can research it. Manager Zboyovsky said we are proposing an audio system will also be installed downstairs in the lobby.

Solicitor Ayoob said if you to want to authorize me to research it, I will. Manager Zboyovsky said they said it just needs posted. Solicitor Ayoob said just the audio piece, not the video piece? Mr. Wenzel said he saw it posted in buildings somewhere, this area is being videoed. Mr. Johnson said he thinks the Solicitor should research this to be safe. Solicitor Ayoob said if it is a long hard issue I'll let you know and notify George, if it is something I can find quickly I'll get you the information.

Mr. Zimmerman continued,

c. Consider Police Chief's 2012 Employment Contract

M-5 Motion by Mr. Zimmerman, seconded by Mr. Wenzel and duly carried that Council approve the 2012 Borough Police Chief's Employment Agreement. **ALL AYES.**

Mr. Zimmerman continued,

d. Consider Library Board Appoints – two (2) terms expire December 31, 2011.

14. Special Committees – President Trexler stated this will be discussed next week.

15. Old Business – Mayor Lockhart stated the Brentwood Volunteer Fire Department requested Council to waive the \$500 fee for the Zoning Hearing Board, which was approved last year. Actually we didn't think the fire department had to go before the Zoning Board; since it does, the fire department wants to move forward on this. Mayor Lockhart said at one time it was approved, then it was withdrawn again about all the permits. The fire department wants this done the right way and I know it is being considered next month. It is just being dragged along again. That is why the fire department is here this evening to discuss this; we have done this before for other organizations. I would like to see something done on this tonight to waive the fee and they can get ready to proceed. My questions is can we do something this evening on this request. This request is for a sign at the fire department, a readable pole sign; a new sign to remove the portable sign.

Mr. Wenzel questioned are we talking about waiving the fees or are we talking about a Zoning Variance? Mayor Lockhart said waiving the fees. They have to go before the Zoning Hearing Board for the Variance. Mr. Wenzel questioned if Mr. Costa approved the project? Mr. Chuck Cook said yes, we talked about this last year and said to just put it in, we just fell behind on it; and, we didn't have to go before Planning or Zoning last year; now this year all of a sudden we do. Mayor Lockhart said there is a Variance required; but, I don't see them declining it. Mr. Wenzel said wait until you begin the process. Manager Zboyovsky said when you submit the application you have to pay the \$500 fee.

M-6 Motion by Mrs. Schade, seconded by Mr. Wenzel and duly carried to waive the fee of \$500 for the application fee for the Brentwood Volunteer Fire Department to go before the Zoning Hearing Board to request a Variance approval for the installation of a pole

sign. The application will be submitted to the Zoning Hearing Board for a Variance.
ALL AYES.

15. Old Business – None.

16. New Business –

M-7 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council authorize the payment of the tuition to the Local Government Academy's Newly Elected Official's Course for Councilman Elect Pasquale Carnevale in the amount of \$450 contingent upon his successful completion and receipt of "A Certificate of Achievement."

Mr. Wenzel said this was discussed before, what happens if he is not the candidate; there are two (2) write-ins out there. Mr. Wenzel stated there is another motion for the other Councilman Elect, Marty Vickless. What is our plan if they don't get elected? President Trexler said can we say contingent upon the successful outcome of the election. Mr. Wenzel said the sessions start on Saturday.

Solicitor Ayoob said to wait to reimburse them after they incur it, as opposed to paying on the front end. If you have a concern these may not be the elected people, just reimburse them later. The only negative is it might dissuade them from not attending. Mr. Wenzel questioned if anybody asked them if they want to go. Solicitor Ayoob said you can always reimburse them.

Mrs. Lockhart questioned when the next class session starts? Mr. Johnson said it starts this Saturday; however, I recall the first session is a meet and greet; hopefully by next Saturday we will have the results of the election and talk to them to see who wants to go to the classes.

Mr. Wenzel suggested Manager Zboyovsky notify the newly elected officials to inform them of the classes. Manager Zboyovsky stated the LGA notified them.

Mrs. Lockhart said I think this is a little premature, if they didn't receive the letter from the Election Board, if we enter them into the class, Mr. Vickless was on Council before, and I don't know if he attended the class. I think it is too premature to make a motion tonight.

Mr. Wenzel said I think we should take the Solicitor's advice and withdraw this motion. Mr. Wenzel withdrew the motion. Mrs. Schade withdrew the second.

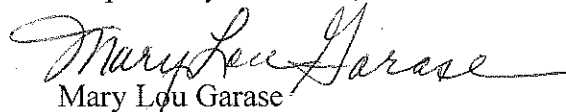
M-8 Motion by Mrs. Lockhart, seconded by Mrs. Schade and duly carried that Council adopt Resolution No. 2011-40 authorizing and naming the Brentwood Historical Society as the authorized Brentwood Centennial Committee. ALL AYES.

17. Public comment – Please try to limit remarks to 3 minutes. None.

18. Adjournment.

M-9 Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried that Council adjourn the meeting at 8:05 P.M. ALL AYES.

Respectfully submitted,


Mary Lou Garase
Administrative Assistant