

**BOROUGH OF BRENTWOOD
MINUTES OF THE REGULAR MEETING OF COUNCIL
TUESDAY, OCTOBER 25, 2011**

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EXECUTIVE SESSSION: President Trexler stated there was no Executive Session this evening. The 1st Budget Workshop began at 5:00 P.M. and continued until 7:30 P.M.

1. Call to Order. The Regular meeting of the Council of the Borough of Brentwood was called to order by President Trexler at 7:31 P.M., on Tuesday, October 25, 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, Mrs. Catherine Trexler, Mr. David Wenzel (via speaker phone) and Mrs. Susan Lockhart.

Solicitor Ayoob requested Mr. Wenzel state for formality sake, there are rules that govern participating in a meeting by telephone require you to state the reason why you are unable to attend the meeting and why you ask to participate by speaker phone. Councilman Wenzel stated he is out of town for an extended time and couldn't make it back on time.

Also present: Mayor Kenneth Lockhart, Solicitor Thomas Ayoob III, Borough Manager George Zboyovsky, Police Chief Robert Butelli, Public Works Supervisor Robert Mackewich and Administrative Assistant Mary Lou Garase.

Absent: Councilman Mr. Mario Richards. Building Inspector Ralph Costa

4. Public comments on Agenda Action Items only. Please limit remarks to 3 minutes.

President Trexler said as a reminder, we respect everyone's opinion and give everyone a chance to speak if they so wish. Prior to addressing Council, please give you name and address and organization you are representing and state the Agenda Item number that you wish to comment on. The speaker may speak only once and the speaker will be advised when the three (3) minutes are over.

President Trexler asked for comments at this time. None.

5. Communications. Manager Zboyovsky stated the Borough received a flag from former Councilwoman Dawn Synborski. Manager Zboyovsky stated a thank you note will be sent to Mrs. Synborski.

6. Department and Borough Manager's Reports:

a. Public Works Department. Public Works Supervisor Robert Mackewich read the Public Works Department Report for the month of September 2011.

President Trexler thanked the Public Works employees for their participation in the Redd Up Day held on Saturday.

b. Building Inspector. In the absence of Ralph Costa, Robert Mackewich read the Building Inspector's Report for the period of September 26, 2011 through October 21, 2011.

c. Engineer – Manager Zboyovsky reported on the following:

- Sanitary Sewer Phase I
- SHACOG Sanitary Sewer Maintenance and Preventative Planning.
- Pinkney Way Rehabilitation Project
- Hillson Avenue/Daub Way Rehabilitation Project
- Demolition: 210 Marylea Avenue and 41 Pointview Road

d. Police Chief. Police Chief Robert Butelli read the Police Chief's report for the period of September 26, 2011 through October 20, 2011.

e. EMS Report – Mr. John Balkovec, EMS Operations Supervisor, read the EMS Report for the month of September 2011.

f. Fire Department. No report.

g. Solicitor Report – Solicitor Ayoob stated he attended a “Blight and Abandonment” session sponsored by the Local Government Academy. I was invited to attend because of the number of properties I addressed to you within the last year; I think it might be good to see the tricks of the trade that are out there that we are not already implementing. The problem is not the process, the problem at the end of the day it is having the available funds to tear down the abandoned property. The solution is we have to be proactive whether through tax sales on the front end or citations the first time you see high grass. Once you get to the point that it is abandoned and ready to fall over, you have already lost the battle.

h. Manager's Report. Manager Zboyovsky reported on the following:

- 2012 Budget – General Fund Workshop earlier this evening.
- CONNECT hosting “Members and Friends” meeting on Wednesday, Thursday November 16, 2011, from 6:00-7:30 P.M. Manager Zboyovsky was asked to sit on the panel associated with the Public Works Infrastructure Sub-committee.

- Local Government Academy – Manager Zboyovsky will assist with the Newly Elected Officials Course. Also I was requested to sit on a panel for a Saturday Training Session on Engineering and Public Works, in January.
- Outstanding Grant Items:
 - a. SHACOG Year 38 –
 - b. Preliminary approval for the Pool and Civic Center ADA Renovations
 - c. DCNR Phase II Grant
 - d. Video Camera Grant – Advertised and a Pre-bid meeting scheduled for tomorrow with a walk through the facility.
 - e. Allegheny County on Phase I for the Park Project. The Borough is to receive \$200,000.
 - f. Marcus Phelps, Coro Fellow, in the audience “shadowed” Borough Manager during an all-day arbitration meeting.
 - g. InCommunity Magazine article deadline is tomorrow.

Mr. Johnson questioned Manager Zboyovsky regarding the CONNECT meeting place on November 17th. Manager Zboyovsky stated at the Levy Auditorium, 4905 Fifth Avenue, Pittsburgh.

7. President’s Report – President Trexler reported the following:

- BBOA Light-Up-Night will be on Tuesday, November 15, 2011 from 5:00 P.M. to 8:00 P.M. with the tree being lit at 6:00 P.M.
- Agenda meeting will be held on Wednesday, November 16, 2011 at 7:30 P.M., in Council Chambers.
- Thank you to the Public Works employees and the volunteers that assisted in the REDD Up Day with 44 Pitt students, Elroy PTA and others participating in making this a successful event. The volunteers enjoyed lemonade, pizza and cookies for lunch, all lunch items donated.

President Trexler said the event was very successful and several residents thanked us and appreciate the help.

8. Mayor’s Report. Mayor Lockhart reported the Brentwood VFW Post 1810 Halloween Parade will be on October 29, 2011 at 1:00 P.M. starting at Moore Elementary and walking to the High School for a judging contest. The Brentwood Halloween door-to-door Trick or Treat will be on Monday, October 31, 2011 from 6:00 to 8:00 P.M. For the safety of the children, the Brentwood EMS, Fire and Police will be canvassing the Borough streets.

Mayor Lockhart reported the Stewart Avenue Church will sponsor a Community Veterans Celebration on November 13, 2011 at 6:30 P.M., and are asking for donations. This meeting will be a group of church members working together to donate collectively to the military, including Brentwood Cares. Mayor Lockhart stated the Hamilton Church

is accepting donations and the Brentwood Cares will receive a portion of these donations. Mayor Lockhart thanks the members of the churches for getting involved and working together in remembering our military. Mayor Lockhart stated we pack an additional box during the holiday season with a Christmas tree and decorations. The Greater Beneficial Union (GBU) also will assemble packages for the military on November 5, 2011, at 9:00 A.M. Volunteers are needed to assemble approximately 1500 packages.

9. Administrative and Finance Committee – Mr. Wenzel

M-1 Motion by Mr. Wenzel, seconded by Mr. Zimmerman and duly carried that Council approve the Minutes of the September 20, 2011 Agenda meeting as submitted. ALL AYES.

M-2 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council approve the Minutes of the September 27, 2011 Regular meeting as submitted. ALL AYES.

M-3 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council approve the Treasurer's Report for the period ending September 30, 2011. ALL AYES.

M-4 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council approve the payment of the bills from September 16, 2011 through October 12, 2011 from the General Fund in the amount of \$623,137.04. ALL AYES.

M-5 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council approve the payment of the bills from September 16, 2011 through October 12, 2011 from the Sanitary Sewer Fund in the amount of \$296,737.40. ALL AYES.

M-6 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council approve the payment of the bills from September 16, 2011 through October 12, 2011 from the Capital Improvement Fund in the amount of \$11,272.95. ALL AYES.

M-7 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council approve the payment of the bills from the Non-Uniform Pension Fund in the amount of \$1,439.47. ALL AYES.

M-8 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council approve the payment of the bills from the Police Pension Fund in the amount of \$21,436.74. ALL AYES.

M-9 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council approve the extension of the InCommunity Magazine through 2012 at the current rate in accordance with Article III of the Agreement. (\$5,000 per each quarterly issue (16) pages per issue, additional pages \$312.50 per page.) ALL AYES.

At this time, Mr. Wenzel stated the second 2012 Budget Workshop focusing on the Borough's Special Account is scheduled for Wednesday, November 16, 2011, beginning at 5:00 P.M., in Council Chambers.

10. Public Works Committee – In the absence of Mr. Mario Richards, Mr. Clyde Zimmerman will give the report.

M-10. Motion by Mr. Zimmerman, seconded by Mrs. Schade and duly carried that Council accept the Public Works Supervisor's Report for the month of September 2011 as submitted. ALL AYES.

M-11 Motion by Mr. Zimmerman, seconded by Mrs. Schade and duly carried that Council adopt Resolution No. 2011-35, Customer Service Agreement with Unifirst for the supply, delivery, and servicing of Department of Public Works Uniforms for the period from November 1, 2011 through October 31, 2014. ALL AYES.

Mr. Zimmerman stated the leaf collections will began October 24, 2011 and will continue through November 18, 2011.

M-12 Motion by Mr. Zimmerman, seconded by Mrs. Schade and duly carried that Council approve the Amended Work Authorization by Gateway Engineers for the additional amount of \$13,000 associated with the completion of construction documents and easement exhibits associated with Hillson Avenue and Daub way Roadway Rehabilitation and Drainage Improvements. (Note: The Original Work Authorization was approved at \$8,000.00) ALL AYES.

M-13 Motion by Mr. Zimmerman, seconded by Mrs. Schade and duly carried that Council approve the Amended Work authorization by Gateway Engineers for the additional amount of \$8,000 associated with the completion of construction documents and easements exhibits associated with Pinkney Way Roadway Rehabilitation and drainage Improvements. (Note: The Original Work Authorization was approved for \$11,000.00) ALL AYES.

11. Zoning and Ordinance Committee – Mrs. Schade

M-14 Motion by Mrs. Schade, seconded by Mr. Johnson and duly carried that Council accept the Building Inspector's Report for the period of September 26, 2011 through October 21, 2011 as submitted. ALL AYES.

Mrs. Schade stated there is no Zoning Hearing Board meeting in October.

12. Park and Recreation Committee – Mr. Johnson

- a. BPI Update. Mr. Johnson reported the next BPI meeting is Thursday, November 10, 2011 at 7:00 P.M. at the Community Room. The meeting is open to the public.

Mr. Johnson stated the BPI is working on the following fundraisers:

- Trash bash
- Trivia Night

Mr. Johnson said the Sport Court was installed at the Basketball area free of charge, Please go to the site and give your feedback.

M-15 Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried that Council approve the request of the BAA to park a 2010 Black Nissan Maxima License 6N1112 in Brentwood Park for the 2012 Season off to the side where it will not cause interference at the upper two fields by the little League Field and at the two lower fields near the Stadium off the road on the first base side of Dailey Field. (Not on the track) ALL AYES.

13. Public Safety Committee – Mr. Zimmerman

M-16 Motion by Mr. Zimmerman, seconded by Mrs. Schade and duly carried that Council accept the Police Chief's Report for the period of September 26, 2011 through October 20, 2011 as submitted. ALL AYES.

M-17 Motion by Mr. Zimmerman, seconded by Mrs. Johnson and duly carried that Council authorize the Borough Manager to prepare and submit a letter to all organizations that use any of the Borough fields requesting that they purchase and have on site with them an AED while using any Borough Field. ALL AYES.

M-18 Motion by Mr. Zimmerman, seconded by Mr. Johnson and duly carried that Council renew the Mr. Magic Car Wash Contract for the period of January 01, 2012 to December 31, 2012 at the annual rate of \$1,750.00. (Same as last year) ALL AYES.

Mr. Zimmerman stated the Borough is awaiting a letter of recommendation from the Library Board on filling any appointments to the Board. We should have this letter for the November Council meeting.

M-19 Motion by Mr. Zimmerman, seconded by Mr. Johnson and duly carried that Council retain Police Officer Joshua Scott as a full-time Police Officer with the Borough of Brentwood and his wages to correspond with the current contract requirements. ALL AYES.

14. Special Committees –

CONNECT – Mr. Johnson will attend the meeting this week.

ALCOSAN – Mr. Johnson stated he attended the meeting last night, most attendees were from out of town.

EDS – President Trexler stated she will attend the meeting tomorrow evening and the second Environmental and Shade Tree Committee meeting earlier this month.

15. Old Business – None.

16. New Business –

M-20 Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried that Council authorize the Borough Manager to research and present ideas to Council associated with a Brentwood Borough Flag. ALL AYES.

M-21 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council authorize the purchase of three (3) iPad2's for the Borough Manager, Public Works Superintendent and Code Enforcement Officer as appropriated in the General Fund Line Item 01-407-454. General Hardware. ALL AYES.

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

- a. Rich Schubert, W. Brentridge Avenue, came before Council regarding the request of the 2010 Nissan being parked in the park. Mr. Johnson stated the vehicle is for the BAA to transport equipment and supplies.

Mr. Schubert stated for every organization to purchase an AED is quite expensive. Mr. Schubert said it may be more cost effective to have the AED's remain there.

Manager Zboyovsky stated this was thoroughly discussed at the Safety Committee meeting and the AED's are to be kept warm in the winter months. We discussed the stationary placement of the AED's at several areas and the cost of the equipment. Manager stated the AED at the pool is now in Public Works Vehicle Unit One. Manager Zboyovsky said this is a recommendation to the organizations to purchase an AED, it is not mandatory.

- b. Michael Kennedy, 3462 Brickley Drive, Pgh., 15227, owner of Zoe's Beer on Route 51, came before Council regarding the A-Signs on the sidewalk advertising his business. Mr. Kennedy stated he received a call from Ms Levitski regarding signage. Mr. Kennedy stated he would like to know the requirements regarding signage.

Manager Zboyovsky stated the Borough ordinance reads there are no temporary signs permitted, with the exception of: Going out of business, grand openings and real estate signs. Manager Zboyovsky stated the ordinance needs to be revised.

Solicitor Ayoob stated if you received an enforcement or violation letter it is not discussed before the general public. I can't comment, I don't know what was done. Solicitor Ayoob said you need to speak to Ralph, the Building Inspector and he can give you the information and explain the issue. Manager Zboyovsky said we have received several complaints regarding businesses on Route 51 and Ralph went to Ms Levitski to speak with her tenants.

Solicitor Ayoob said I represent the Borough, but you can seek a Variance for the signage if not in conformity with the zoning ordinance. Solicitor Ayoob said the Zoning Hearing Board would consider it.

- c. Pat Carnevale, Shadewell Ave., came before Council regarding the following:
- Crossing Guard hired at \$9.00 per hour.

Solicitor Ayoob stated we don't discuss personnel matters at a public meeting. Solicitor Ayoob said I stated she was paid at the rate she requested.

Mr. Carnevale continued:

- Mayor - Duties and Salaries. Mr. Carnevale reviewed the Mayor's Duties according to the Borough Code.

Mayor Lockhart stated, "I receive no money. My Financial Report every month is you see everything as far as purchases for my office which is in the budget. There is no Financial Report. Any monies that come into the Borough go directly to the Administrative Office. When there are permits or anything like that for the parade it goes to the Administrative office. I sign the permits, I handle no money. I am part of the Brentwood Cares, I handle no money. I am part of the 5-K Race, I handle no money. I did that for people like your self that come up and ask these questions. So I do not handle any money. So I do not have a Financial Report. If I do marry somebody, a lot of times I tell them to donate the money to an organization such as Brentwood Cares. Thank you."

M-22 Motion by Mr. Johnson, seconded by Mr. Zimmerman and duly carried to adjourn the meeting at 8:29 P.M. ALL AYES.

Respectfully submitted,

Mary Lou Garase
Administrative Assistant