

**BOROUGH OF BRENTWOOD
MINUTES OF THE REGULAR MEETING OF COUNCIL
TUESDAY, NOVEMBER 22, 2011**

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

Solicitor Ayoob stated the contractual issues to the extent they were discussed was for potential claims that may arise in the future.

1. Call to Order. The Regular Meeting of the Council of the Borough of Brentwood was called to order by Council President Catherine Trexler at 7:30 P.M., on Tuesday, November 22, 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. Ann Schade, Mr. Clyde Zimmerman, Mr. David Wenzel, Mrs. Susan Lockhart, Mrs. Catherine Trexler and Mr. Charlie Johnson.

Absent: Mr. Mario Richards.

Also present: Mayor Kenneth Lockhart, Borough Manager George Zboyovsky, Solicitor Thomas Ayoob III, Police Chief Robert Butelli, Public Works Supervisor Robert Mackewich, Building Inspector Ralph Costa 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:

a. Public Works Department. Public Works Supervisor Robert Mackewich read the Public Works Department Report for the period of October 1, 2011 through November 18, 2011.

President Trexler thanked Mr. Mackewich for taking care of the "No Littering" sign at Cloverlea Street.

b. Building Inspector. Building Inspector Ralph Costa read the Building Inspector's Report for the period of October 24, 2011 through November 18, 2011.

Mr. Costa stated the Planning Commission Board will meet in January for reorganization of the Board and to discuss review of the Code of Ordinances.

Mayor Lockhart questioned the status of the request by the Brentwood Volunteer Fire Department application for the Zoning Hearing Board regarding a sign. Mr. Costa stated to date he has not received the application form, they need to apply 30 days prior to the meeting.

c. Engineer. Manager Zboyovsky reported on the following:

- Update on Bauman Avenue Traffic Calming Device – RE: Response letters to residents indicating results.
- Consent Order Feasibility Analysis
- 2010 Sanitary Sewer Repair Project
- Pikney and Daub Way Projects (Alternate Kaufman cant-lever sidewalk)
- Marylea Avenue Project

d. Police Chief. Police Chief Robert Butelli read the Police Report for the period of October 20, 2011 through November 18, 2011.

e. EMS Report. Mr. John Balkovec, Operations Manager, read the EMS Report for the month of October 2011.

f. Fire Department. Mr. Zimmerman read the Fire Department for the month of November 2011.

Mayor Lockhart stated the fire department recently held a fundraiser for a fire fighters wife that was diagnosed with cancer. The fundraiser was very successful an indication that the Brentwood residents help each other when in need.

g. Solicitor Report. None.

h. Borough Manager. Manager Zboyovsky reported on the following:

- Budget Workshops held on October 26, 2011 and November 18, 2011.

The 2012 Budget Workshops were publicly advertised and tonight Council will introduce the 2012 Fiscal Year Borough Budget

- General Fund: \$6,395,217.64
- Sanitary Sewer Fund: \$5,065,420.00
- Brentwood Park Initiative: \$1,095,707.50
- Capital Improvement Fund: \$750,500.00
- Highway Aid Fund: \$223,300.00

Manager Zboyovsky stated the total 2012 Budget is \$13,530,145.14 this includes a transfer from the Operating Reserve Fund of \$837,207.64 that goes into the General Fund, the Capital Improvement Fund and a portion in the Highway Aid Fund. It also includes a transfer from Sanitary Sewer \$262,000.00 into the General Operating Fund.

Take out the transfers from those various funds and the total Revenue for 2012 estimated at \$12,430,937.50.

The 2012 Budget will be advertised on December 1, 2011 and introduced and available at the Borough Building and Brentwood Library and also online for review.

- Grants: Manager Zboyovsky reported the CITF and DCNR grants were adopted last week and he is currently working on that paperwork. Manager Zboyovsky stated he needs a copy of the identification cards from the President and Vice-President of Council.
- Healthcare Insurance. Manager Zboyovsky reported the Borough will consider transferring Healthcare from Highmark to UPMC. A meeting will be on November 30, 2011 with the Borough Employees and spouses, JRG and representatives from UPMC will be present to answer any questions. The Borough could possibly save \$103,000 in premium next year.
- Council mail packets. Manager Zboyovsky reported this is a short week there will not be any mail packets this week.

7. President's Report. None.

8. Mayor's Report. Mayor Lockhart reported with the passing of Janice, I requested Carol Wirth to assist and she came forward and took over the duties of the 5K-Race Director. I am pleased to announce that Carol accepted the position of Race Director. Carol stated several individuals have put forward their support to get involved in the 5-K Race Annual event.

Mayor Lockhart reported the DAV monetary donation to the 5-K Race and the donations from several churches in the area along with numerous items for the packages will be sent by Brentwood Cares to the military.

President Trexler stated Markus Phelps, CORA, fellow assisted in the assembly of packages for the military and realized how close-knit the residents and businesses are in assisting others.

9. Administrative and Finance Committee – Mr. Wenzel

M-1 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council approve the Minutes of the October 18, 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 October 25, 2011 Regular meeting as submitted. ALL AYES.

M-3 Motion by Mr. Wenzel seconded by Mr. Johnson and duly carried that Council accept the Treasurer's Report for the period ending October 31, 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 October 13, 2011 through November 10, 2011 from the General Fund in the amount of \$121,195.72. ALL AYES.

M-5 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council approve the payment of the bills from October 13, 2011 through November 10, 2011 from the Sanitary Sewer Fund in the amount of \$44,997.46. ALL AYES.

M-6 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council approve the payment of the bills from October 13, 2011 through November 10, 2011 from the Capital Improvement Fund in the amount of \$7,166.14. ALL AYES.

M-7 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council approve the payment of the bills from October 13, 2011 through November 10, 2011 from the Non-Uniform Pension Fund in the amount of \$894.85. ALL AYES.

M-8 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council approve the payment of the bills from October 13, 2011 through November 10, 2011 from the Police Pension Fund in the amount of \$22,699.23. ALL AYES.

M-9 Motion by Mr. Wenzel, seconded by Mr. Zimmerman and duly carried that Council authorize the Borough Manager to prepare a Request for Proposal (RFP) associated with the Refinancing of the 2007 General Obligation Bond. ALL AYES.

M-10 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council authorize the Borough Manager to prepare and advertise Ordinance No. 2011-1200, "Borough of Brentwood 2012 Real Property Tax Ordinance" An Ordinance of the Borough of Brentwood, County of Allegheny, Commonwealth of Pennsylvania, Fixing the Borough Tax Rate on Real property for the Fiscal Year 2012. ALL AYES.

M-11 Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council adopt Resolution No. 2011-37, "2012 Proposed Borough Budget" adopting the Proposed 2012 Budget as presented to Brentwood Borough Council for All Funds Owned and Maintained by the Borough of Brentwood." ALL AYES.

M-12 Motion by Mr. Johnson, seconded by Mr. Johnson and duly carried that Council authorize the Borough Manager to initiate the process of changing the Employee Healthcare Insurance Plan from Highmark to UPMC. ALL AYES.

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

M-13 Motion by Mr. Zimmerman, seconded by Mrs. Schade and duly carried that Council accept the Public Works Supervisor's Report for the month of October 2011 as submitted. ALL AYES.

M-14 Motion by Mr. Zimmerman, seconded by Mrs. Schade and duly carried that Council adopt Resolution No. 2011-38, "Agreement with the Pennsylvania Resource Council to provide assistance to the Borough as it relates to a review of Brentwood current system for handling/disposing of solid waste and recyclables." ALL AYES.

M-15 Motion by Mr. Zimmerman, seconded by Mrs. Schade and duly carried that Council retain Mr. Patrick Fuhrer to full-time status with the Public Works Department in accordance with the Teamsters Union Local 205 Bargaining Agreement, effective November 16, 2011. ALL AYES.

11. Zoning and Ordinance Committee – Mrs. Schade

M-16 Motion by Mrs. Schade, seconded by Mr. Zimmerman and duly carried that Council accept the Building Inspector's Report for the period of October 24, 2011 through November 18, 2011 as submitted. ALL AYES.

Mrs. Schade reported there is no Zoning Hearing Board meeting in November.

12. Park and Recreation Committee – Mr. Johnson

a. BPI Update. Mr. Johnson reported BPI sold food and beverages at the Light-Up-Night. The next meeting is a "Bring a Buddy Night" on December 8, 2011, the place and time will be posted on the BPI website.

M-17 Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried that Council approve to extend the contract to the Brentwood Athletic Association (BAA) per their request for an additional four (4) years to the current Baseball/Softball Field Agreement which expires December 31, 2013. This approval will grant the BAA the agreement extension to December 31, 2017. ALL AYES.

13. Public Safety Committee – Mr. Zimmerman

M-18 Motion by Mr. Zimmerman, seconded by Mr. Wenzel and duly carried that Council accept the Police Chief's Report for the period of October 20, 2011 through November 11, 2011 as submitted. ALL AYES.

M-19 Motion by Mr. Zimmerman, seconded by Mr. Wenzel and duly carried that Council adopt Resolution No. 2011-38, "Agreement for the Video Surveillance System Contract" to the lowest responsible bidder DES Communications for the Base Bid amount of \$13,989.50 and Alternate 2 in the amount of \$1,008.50. Please note for the record, the Borough did receive a Bid in the amount of \$10,000 for the Base Bid and \$5,000 for the Alternate No. 2. However, after evaluating the proposal, it was deemed that this bidder did not properly submit the required documentation as specified in the

Borough's Request for Proposals. They did not submit the "Nondiscrimination" form nor did they use the required Bid Forms supplied by the Borough. This makes it difficult to confirm that their "Lump Sum" bid meets the Scope of Services as identified in the Borough's RFP. As such, this bidder is disqualified. ALL AYES.

M-20 Motion by Mr. Zimmerman, seconded by Mr. Wenzel and duly carried that Council adopt Resolution No. 2011-40, "Appointing Mr. Michael Reinmund of Brentwood for a three year term to serve on the Library Board. ALL AYES.

Mr. Zimmerman stated he recently attended the Brentwood EMS meeting and the BVFD meeting and the discussion was to have a Council person represent them at the Council meetings. Manager Zboyovsky said the EMS and the BVFD will meet quarterly and it was agreed that Council appoint a liaison to keep everyone up-to-date on all issues. Manager Zboyovsky stated Mr. Zimmerman is the Chairman of Public Safety and it would be in the best interest to appoint Mr. Zimmerman. Manager Zboyovsky stated it is the duty of the Council President to appoint a liaison.

President Trexler said if there are no objections, I now appoint Mr. Clyde Zimmerman as the member at large for the EMS and the Brentwood Volunteer Fire Department.

Mayor Lockhart requested an alternate if Mr. Clyde Zimmerman cannot make a meeting and still have representation of Council. Mr. Johnson volunteered and stated he is on the EMS Committee on CONNECT.

President Trexler appointed Mr. Charlie Johnson as the alternate liaison to the EMS and the Brentwood Volunteer Fire Department.

14. Special Committee Reports.

CONNECT – Mr. Johnson said no report. Manager Zboyovsky stated he attended the CONNECT Community meeting and gave a presentation on CONNECT involvement on Transportation and the Port Authority. All newly elected officials were invited to attend this informational meeting. Mr. Wenzel questioned if the Brentwood newly elected officials attended? Manager Zboyovsky said no.

SHACOG – President Trexler stated she attended the meeting and the PAWC gave a presentation talking about the new disinfection process on Becks Run Road and the government regulation requirements to use this process. The process will be implemented the third week of March 2012; for more information go to the website www.3rain.org.

The service for the Sewage billing will end October 2012. The President of the PAWC did fight hard against that decision but they extended the discontinuation date. President Trexler stated Becks Run Road is now open.

President Trexler stated SHACOG Executive Director Mr. Louis Gorski said to remember SHACOG when preparing your budget because of collective effort may improve your community.

Mr. Zimmerman reported he attended the Library Board meeting and Mr. Mark Greenblatt is now the President of the Library Board. Mr. Zimmerman said a reception was held for Jane Haney, retiring after 41 years of service volunteering as the Treasurer of the Library Board. A room in the Library was named in her honor.

Mr. Zimmerman stated he will attend the Brentwood Baldwin Whitehall Chamber of Commerce meeting on Thursday.

President Trexler reported she attended the EDS Environmental and Shade Tree Committee meeting earlier this week and stated several local community officials attended. The regular EDS meeting will be next week.

President Trexler stated the LGA Newly Elected Officials Course began on Saturday, she attended along with Manager Zboyovsky who participated in the Mock Council.

Mayor Lockhart said he recently passed the Real Estate Course and received his Real Estate License. Mayor Lockhart stated for many years he tried to get people to move to the Borough. Mayor Lockhart stated he is with Rise MacIlrath Real Estate and will work hard to get individuals to purchase a home in Brentwood.

15. Old Business. None.

16. New Business.

M-21 Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried that Council adopt Resolution No. 2011-41, Authorizing and Naming the Brentwood Historical Society as the Authorized Brentwood Centennial Committee. ALL AYES.

M-22 Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried that Council the December 20, 2011 Regular Council meeting be cancelled and we only attend the December 13, 2011 meeting as long as we can conduct the business as required. ALL AYES.

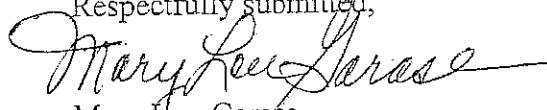
President Trexler stated we will now have one combined meeting next month.

Mayor Lockhart stated the Brentwood 5-K Race donated \$1,500 to the Brentwood Historical Society to be used for the Centennial. The check will now be turned over to the Brentwood Centennial Committee.

17. Public comments. None.

M-23 Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried to adjourn the meeting at 8:20 P.M. ALL AYES.

Respectfully submitted,



Mary Lou Garase
Administrative Assistant