

**BOROUGH OF BRENTWOOD  
MINUTES OF THE REGULAR MEETING OF COUNCIL  
TUESDAY, MAY 24, 2011**

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

- 1. Call to Order.** The Regular meeting of the Council of the Borough of Brentwood was called to order by President Trexler at 7:30 P.M., on Tuesday, May 24, 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, Mr. Mario Richards, Mr. Charlie Johnson, Mrs. Ann Schade, Ms Janice Boyko and Mr. David Wenzel.

Mr. Zimmerman is participating via conference call. Solicitor Ayoob stated Mr. Zimmerman has to declare that under certain circumstances prevent you from physically attending the meeting this evening. Mr. Zimmerman stated he had a total knee operation and is re-cooperating at his home now. Solicitor Ayoob stated that complies with the requirements of the Rules and Regulations.

**Also present:** Borough Manager George Zboyovsky, Solicitor Thomas Ayoob III, Police Chief Robert Butelli, Building Inspector Ralph Costa and Administrative Assistant Mary Lou Garase.

**Absent:** Mayor Kenneth E. Lockhart is out of town. Public Works Supervisor Robert Mackewich.

**Special Presentation – Architectural Innovations – Re: Brentwood Borough Building Feasibility Study.**

Ms Jan Brimmeier, President and owner of Architectural Innovations, introduced the following members working on this project:

- Gregory Walker, AI, Sr. Project Manager
- Sandra Closson, AI, Interior Design
- Robert Christman, AI, Media Specialists
- James Kosinski, Tower Engineering (Mechanical and Electrical Systems)

Ms Brimmeier said we will review each section of the Feasibility Study for the Brentwood Borough Facilities. After the review, we will then have a question and answer period to explain a little more in detail. Ms Brimmeier stated why Brentwood needs to take action on this. Two reasons: (1) Current Physical Conditions of the building and (2) Additional needs of programs and spaces. Ms Brimmeier said this is a preliminary review for Council to consider the options available, the site locations, and a

map of the Borough indicating the facilities involved in this project, renovation/demolition of existing buildings. Ms Brimmeier said after review by Council there are several steps required to begin the process, which includes required advertising to conduct a Public Hearing for Community input.

Mr. Johnson said thank you for the presentation there is a lot of information that we need to review; and I am sure your recommendation is what you prefer, but we have to look at it.

Mr. Wenzel suggested Council review this and have you come back with a question and answer session.

Ms Boyko thanked Ms Brimmeier for the very detailed and thorough presentation.

Manager Zboyovsky said there will be a community wide meeting with input; obviously this is a community building and we welcome input.

President Trexler said after Council reviews this we will then schedule a Public Hearing.

Ms Schade questioned if all the buildings they design are mostly glass? Ms Brimmeier said Architectural Innovations prepares projects to accommodate the client.

Ms Omer stated a green roof can be on the top, in the back there is proposed a patio area, which could be outdoors or indoors or used as a green roof.

Mr. Zimmerman questioned if the building would have an elevator to access Council Chambers? Ms Brimmeier said yes there is an elevator and stated every phase of the new building must be ADA accessible, inside and outside.

Ms Brimmeier said the CD electronic version of the presentation and visual animation will be accessible and an electronic version of the book. Ms Brimmeier thanked Council for making her welcome in our community.

President Trexler stated we will recess for 10 minutes before we continue with the Council meeting.

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

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

- Item No. 9.c Treasurer's Report for Period Ending April 30, 2011.
- Item No. 9.h Consider payment of the bills from April 12, 2011 through May 20, 2011 from the Police Pension Fund in the amount of \$17,497.65.

President Trexler suggest Mr. Carnevale meet with the Borough Manager to discuss this

Mr. Carnevale continued:

- Item No. 12.e Consider request by the Brentwood Dukes – RE: Field Permits for 2011 Football Season-Stadium and Facilities for Windsor, Dailey and Radisson Fields.

Mr. Richards questioned if they requested the use of the Practice Field? Mr. Johnson said the approval was per their letter of request.

**5. Communications.** Manager Zboyovsky said the Borough received a thank you poster card from the children of the PALS Organization thanking the Borough for their continued support and use of the Borough facilities for their weekly program.

**6. Department and Borough Managers Reports :**

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

**b. Building Inspector.** Ralph Costa read the Building Inspector's Report for the period of April 25, 2011 through May 20, 2011.

**c. Engineer.** Manager Zboyovsky reported on the following:

- Thanked the Committee for their interest and input on the Municipal Building Feasibility Study
- ALCOSAN Consent Decree Update
- Upper Monongahela Planning Committee Meeting
- SHACOG Manhole Rehabilitation Project begins in June.
- Sanitary Sewer Repair Project Phase I – Soli Construction
- SHACOG Lining Project – Completed
- Consent Order
- Sanitary Sewer Repair and Maintenance Plan
- Brentwood Park Master Plan Phase I
- SHACOG Year 37 - Pinkney Way (Resubmitted)
- SHACOG - Stormwater Hillson & Daub Way
- Two (2) Demolition Projects (RFP Finalization)

**d. Police Chief.** Police Chief Robert Butelli read the Police Chief's Report for the period of April 20, 2011 through May 20, 2011.

**e. EMS Report** – Mr. John Balkovec, EMS Operations Manager read the EMS Report for the month of April 2011. Mr. Balkovec reported the full time personnel from Public Works, Administration and the two (2) Police Clerks were trained in CPR and each will receive their certification. Mr. Balkovec stated if Council is interested or Safety Committee members are interested the EMS will conduct CPR Classes on June 8, 2011. The fee is \$55.00.

Mr. Johnson questioned Mr. Balkovec if he was introduced to the MedExpress personnel on Route 51? Mr. Balkovec stated he and several EMS personnel met with Med Express personnel, received a tour of the facility and welcomed them to the Borough. Mr. Balkovec stated the EMS had two calls from MedExpress since they opened and look forward to working together.

**f. Fire Department – No report.**

**g. Solicitor Report – Solicitor Ayoob said no report.**

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

- SHACOG CD Year 38 was submitted this week includes the following:
  - a. Civic Center ADA - \$46,900 Grant for \$38,869 and the Borough's share is \$7,035.00.
  - b. Swimming Pool ADA Project \$19,690.00 Grant for \$16,637.00 and the Borough's share is \$2,954.00.
  - c. Pinkney Way Rehabilitation Project (Resubmitted)
- Lauren Foundation – No report
- DCNR - Grant \$900,000.00 – No report
- DCED - Video Camera Grant Amendment was approved until June 30, 2012. RFP is being reviewed
- AED Grant (Amended K-9 Grant) for purchase of five (5) AED devices.
- CITF Grant Phase I of Park Renovation Project - Denied (Gambling Money – Letters of Support from Legislatures)
- GEOPlan – Training sessions next week with Public Works, Code Enforcement and Administration
- Envista – Training of employees for utility mapping for sanitary sewers, roadways, street sign inventory, etc. based on the GIS Mapping System
- InCommunity Magazine – Articles submitted waiting for first draft,
- Pool to open on Saturday, May 28, 2011
- Manager thanked Council for opportunity to attend the Municipal Manager's Conference.
- Manager thanked EMS for their support in conducting the CPR classes for the Borough employees and the Safety Committee members.
- AED's will be purchased and implemented within the next month.

**7. President's Report – President Trexler reported on the following:**

- The Historical Society re-organized and the meeting was last week. Manager Zboyovsky stated the Society discussed several items including a proposed History Book for the upcoming Centennial in 2015.
- May 31, 2011 EDS will conduct a presentation on "Scenic Pittsburgh."
- May 20, 2011 attended the 3<sup>rd</sup> Annual Pension Summit
- Round Table Discussion

**8. Mayor's Report** – No report.

**9. Administrative and Finance Committee – Ms Janice Boyko**

**M-1** Motion by Ms Boyko, seconded by Mr. Wenzel and duly carried that Council approve the Minutes of the April 19, 2011 Agenda meeting as submitted. ALL AYES.

**M-2** Motion by Ms Boyko, seconded by Mr. Wenzel and duly carried that Council approve the Minutes of the April 26, 2011 Regular meeting as submitted. ALL AYES.

**M-3** Motion by Ms Boyko, seconded by Mr. Wenzel and duly carried that Council accept the Treasurer's Report for the period ending April 30, 2011. ALL AYES.

**M-4** Motion by Ms Boyko, seconded by Mr. Wenzel and duly carried that Council approve the payment of the bills from April 12, 2011 through May 10, 2011 from the General Fund in the amount of \$206,160.88. ALL AYES.

**M-5** Motion by Ms Boyko, seconded by Mr. Wenzel and duly carried that Council approve the payment of the bills from April 12, 2011 through May 10, 2011 from the Sanitary Sewer Fund in the amount of \$19,235.11. ALL AYES.

**M-6** Motion by Ms Boyko, seconded by Mr. Wenzel and duly carried that Council approve the payment of the bills from April 12, 2011 through May 10, 2011 from the Capital Improvement Fund in the amount of \$32,743.98. ALL AYES.

**M-7** Motion by Ms Boyko, seconded by Mr. Wenzel and duly carried that Council approve the payment of the bills from April 12, 2011 through May 10, 2011 from the Non-Uniform Pension Fund in the amount of \$94.83. ALL AYES.

**M-8** Motion by Ms Boyko, seconded by Mr. Wenzel and duly carried that Council approve the payment of the bills from April 12, 2011 through May 10, 2011 from the Police Pension Fund in the amount of \$17,497.65. ALL AYES.

**M-9** Motion by Ms Boyko, seconded by Mr. Wenzel and duly carried that Council adopt Resolution No. 2011-22, "Accepting Donation of Bench from Brentwood Business Association" A Resolution of the Borough of Brentwood, Allegheny County, Pennsylvania, accepting the donation of Memorial Bench with a Value of \$1,465 from the Brentwood Business Owners Association in Memory of Calvin Trefry. ALL AYES.

**M-10** Motion by Ms Boyko, seconded by Mr. Wenzel and duly carried that Council accept and ratify the Agreement of Sale for the purchase of the real property known as 10 Marylea Avenue for the sale price of \$87,000.00. ALL AYES.

**M-11** Motion by Ms Boyko, seconded by Mr. Wenzel and duly carried that Council transfer \$95,000 from the General Fund , Line Item 01-495-000 titled "Unreserved Fund

Balance” to the Capital Improvement Fund Line Item 18 392-010 titled “Transfer From General Fund.” Ms Boyko said this will pay for the property mentioned above. ALL AYES.

**10. Public Works Committee – Mr. Mario Richards**

**M-12** Motion by Mr. Richards, seconded by Ms Boyko and duly carried that Council accept the Public Works Supervisor’s Report for the month of April 2011 as submitted. ALL AYES.

**M-13** Motion by Mr. Richards, seconded by Mr. Johnson and duly carried that Council hire the following Summer Public Works Employees at the rate of \$9.00 per hour per Resolution No. 2010-67-B, “Non-Union and Non-Contractual Employees Salaries” effective May 24, 2011 to September 2, 2011 the following: Mark Lenkiewicz, Scott Bradley and Lee Moog. ALL AYES.

Mr. Richards stated as you know, last month approved the Borough’s installing parking Lines on Kaufmann Avenue from Hillson to Outlook Way. Because of the weather, Public Works is focusing on patching potholes. These potholes are the larger ones which need immediate attention. The Parking Lines on Kaufmann will be put on the schedule for next week. They have already measured the spaces and have them laid out. The procedure will be to post one day and then paint the following. However, the wet weather will have an effect on water based paint so it is important that the work is scheduled when we have less than a 30% chance of rain.

**11. Zoning and Ordinance Committee – Mrs. Ann 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 April 25, 2011 through May 20, 2011 as submitted. ALL AYES.

Mrs. Schade stated there is no Planning Commission meeting and No Zoning Hearing Board meeting in the month of May.

**12. Park and Recreation Committee – Mr. Johnson**

Mr. Johnson reported the Comcast Care day as very successful. A thank you for a job well done is in order for the 130 volunteers that rendered their services that day. The list of items to be addressed was completed and additional items that were started were also completed.

Mr. Johnson reported the following:

- Community Day is Saturday, June 11, 2011, 10:00 A.M. to 5:00 P.M., with a movie in the park in the evening. There are 20 business participating and 16 non-profit organizations.
- Cookbooks are available for sale
- Lottery raffle tickets are also available for sale.

- Annual Golf Outing in September
- Next meeting is June 9, 2011 at the Community Room at 7:00 P.M.
- Pool opens on Saturday, May 28, 2011 and passes will be sold at the pool. The pool schedule is the same as last year.

**M-15** Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried that Council approve the request from the School District to use the Stadium and facilities for the 78<sup>th</sup> Annual Commencement of Brentwood High School on Tuesday, June 7, 2011 at 7:30 A.M. to 7:30 P.M. as well as for graduation practice on June 3, and 6<sup>th</sup> from 8:00 A.M. to 12 Noon. ALL AYES.

**M-16** Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried that Council adopt Resolution No 2011-23, 2011 "Fourth of July Celebration" A Resolution of the Borough of Brentwood, Allegheny County, Pennsylvania, Supporting Independence Day Programs in the Borough of Brentwood. ALL AYES.

**M-17** Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried that Council approve the request by the Brentwood Dukes for Field Permits for 2011 Football Season for the Stadium and Facilities for Windsor, Dailey and Radisson Fields. ALL AYES.

**M-18** Motion by Mr. Johnson, seconded by Mrs. Schade and duly carried that Council approve the request of Rick Klein and Scott Wolf for the use of Radisson Field to coach baseball player on the fundamentals of the game and to improve their skills beginning Sunday, May 22, 2011 through August 28, 2011, from 9:00 A.M. to 11:00 A.M. ALL AYES.

**M-19** Motion by Mr. Johnson, seconded by Mrs. Schade and duly carried that Council approve the hiring for the position of Temporary Summer Lifeguards at the rate of \$7.75 per hour per Resolution No. 2010-67-B "Non-Union and Non-Contractual Employees Salaries" the following: Skylar Amorose, Alex Brennan, Laura Hall, Sidney Harsh, Nicholas Roth, Maxwell Schaefer and Felicia Schrecongost, effective May 24, 2011 through September 2, 2011. ALL AYES.

**M-20** Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried that Council approve the hiring for the position of Temporary Summer Pool Booth Attendants at the rate of \$7.75 per hour per Resolution No. 2010-67-B, "Non-Union and Non-Contractual Employees Salaries" effective May 24, 2011 to September 2, 2011 the following: Lindsey Bennett, Mariah Douglas, Jamie Faust, Samantha Feist, Emily Payne, Jacqueline Pickens, Samantha Walas, Magdalena McGowan, and Justin Zerjav. ALL AYES.

### **13. Public Safety Committee – Mr. Zimmerman**

**M-21** Motion by Mr. Zimmerman, seconded by Mr. Johnson and duly carried that Council accept the Police Chief's Report for the period of April 20, 2011 through May 20, 2011 as submitted. ALL AYES.

Mr. Zimmerman requested Manager Zboyovsky report on the Civil Service Police Test Update.

Manager Zboyovsky stated Council recommended the Civil Service Police Testing be done in-house. Baldwin Borough will conduct the Physical Testing on Saturday, June 25, 2011 at 9:00 A.M. at the Baldwin Municipal Building. Chief Scott will be overseeing the testing. Bill Gamble is confirmed and will conduct the Written Exam on Saturday, June 25, 2011 in the afternoon at approximately 1:00 P.M., at the Brentwood Community Room. The application fee is \$50.00. The deadline for applications and fee is June 17, 2011 by 3:00 P.M. The advertisements will be placed in the South Hills Record on June 9<sup>th</sup> and June 16, 2011. Chief Butelli sent the advertisement to the Allegheny County Police Academy and will also be placed on the Borough's website, Craig's list and other free job related sites. Applications are also available online or at the Borough Building.

**M-22** Motion by Mr. Zimmerman, seconded by Mr. Johnson and duly carried that Council approve the Memorandum of Understanding by and Between the Brentwood Borough Police (Law Enforcement Authority) and Brentwood Borough School District (School Entity) effective March 1, 2011 through February 28, 2013. ALL AYES.

**14. Special Committees:** Mr. Zimmerman requested Manager Zboyovsky explain the next motion regarding the Brentwood Library, owned by the Borough. Solicitor Ayoob reported he reviewed the Agreement.

**M-23** Motion by Mr. Johnson, seconded by Mr. Wenzel and duly carried that Council consent to the Brentwood Library entering into an Agreement with eiNetwork regarding Wide Area Network Services subject to the removal of the Access License and the review and approval of language in said agreement by the Solicitor. ALL AYES.

**SHACOG** - President Trexler stated she attended the meeting regarding special presentation with Glacial Energy and Green Road Energy reduces energy to provide discounted services to commercial entities to earn renewable energy credits to donate to a charity of our choice, possibly BPI. President Trexler reported SHACOG is investigating the possibility of providing the reduced energy service.

**CONNECT** - Mrs. Trexler stated she attended the meeting and the Resolutions were reviewed and discussed before presenting for a vote at the Annual Conference on June 17, 2011. President Trexler stated a discussion ensued regarding each municipality make a contribution to CONNECT; however, this was placed on hold until the Census figures are released to determine the fee for each municipality.

**EDS** - President Trexler stated there is meeting tomorrow.

**Streets Run Watershed** – Ms Boyko stated the meeting is being held tonight and a demonstration will be on Rain barrels which are available at \$30.00.



**Route 51 Corridor** – Ms Boyko reported there is great representation at the meetings and the following was discussed:

- Multi-Overlay Project – Route 51
- Land Reclamation
- Name the Project
- Route 51/Route 88 Project

**15. Old Business – None.**

**16. New Business – None.**

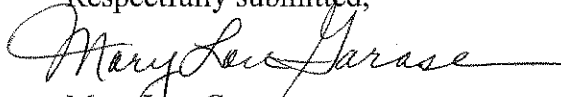
**17. Public comment. Please try to limit remarks to 3 minutes.**

- a. Pat Carnevale, Shadewell Ave., came before Council regarding the following:
- Condition of Civic Center – Will it be open during the summer? Mr. Johnson said probably not, only for rental.
  - Pool Pass – Sign in and sign out
  - Safety – Public works employees wear safety gear

**18. Adjournment**

**M-24** Motion by Mr. Wenzel, seconded by Mr. Johnson and duly carried that Council adjourn the meeting at 9:50 P.M. ALL AYES.

Respectfully submitted,



Mary Lou Garase  
Administrative Assistant

Mlg

05-24-2011 Regular Meeting Minutes