

**BOROUGH OF BRENTWOOD
MINUTES OF THE AGENDA MEETING OF COUNCIL
JUNE 19, 2012**

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EXECUTIVE SESSION: President Wenzel stated an Executive Session was held prior to this meeting 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 David Wenzel at 7:35 P.M. on Tuesday, June 19, 2012 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. Pat Carnevale, Mr. Martin Vickless, Mr. Richard Schubert and Mr. David Wenzel.

Special Presentation

- a. Green Roads Energy, LL – Fixed Electricity Price for Customers of Brentwood.

Mr. David Jason and Mr. Thomas Stephenson, representatives of Green Roads Energy, gave a presentation on Discount Electricity Rates for Municipal residents. The Program has no costs associated to the community. Mr. Jason explained the billing will state the Energy Distributor will always be Duquesne Light, the energy provider would be Green Road Energy. Mr. Jason stated there are no contracts for the residents and they provide a discount for senior citizens; this is an opt-in/opt-out program with no fees. Mr. Jason compared the Duquesne Light current rate 9.3 kilowatts and Green Roads Energy rate 6.7 – 6.8 kilowatts. It was stated that by participating in this Program it is not an endorsement of the company. This is a public private partnership and an opportunity to save the residents money on their monthly electricity bills as the Community makes money. At this time, several Council members were asking questions regarding the program. It was also stated this is not a non-profit organization.

President Wenzel stated the following are the new Committee Assignments due to the resignation of Mrs. Catherine Trexler:

Administrative and Finance:

Chairman, Richard Schubert
Vice Chairman, Ann Schade
Member: Charlie Johnson

Park and Recreation:

Chairman, Charlie Johnson
Vice Chairman, Richard Schubert
Member: Clyde Zimmerman

Economic Development South:

Delegate, Pat Carnevale
Alternate: Marty Vickless

Councilman Schubert was nominated and stated he is declining at this point; currently I come to these meetings. Councilman Schubert stated he has three small children at home and is also a coach for the Special Olympics.

SHACOG:

Delegate: Pat Carnevale
Alternate, Marty Vickless

Councilman Schubert was nominated and declined for the same reasons as mentioned above.

4. Comments on Agenda Items Only. Please limit your remarks to 3 minutes.

President Wenzel stated comments will be heard on the following Agenda Action Items Only:

- a. Agenda Item 9n.

Mr. Herb Sill, Bauman Avenue, came before Council requesting information on the Western PA Energy Consortium. Manager Zboyovsky stated he is requesting Council's approval to attend the Consortium Auction next week regarding variable/competitive energy rates.

- b. Agenda Item 9o.
- c. Agenda Item 10j.
- d. Agenda Item 10k
- e. Agenda Item 10l.

5. Communications. Manager Zboyovsky said no communications.

6. Department and Borough Managers Reports: President Wenzel 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. Brentwood Fire Department
- g. Solicitor
- h. Borough Manager

7. President's Report. President Wenzel stated he may have a report next week.

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

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

- a. Approve the Minutes of the May 8, 2012 Strategic Planning meeting
- b. Approve the Minutes of the May 15, 2012 Agenda meeting.
- c. Approve the Minutes of the May 22, 2012 Regular meeting.
- d. Accept the Treasurer's Report for the Period Ending May 31, 2012.
- e. Consider payment of the bills from May 10, 2012 through June 12, 2012 from the General Fund in the amount of \$184,239.09.
- f. Consider payment of the bills from May 10, 2012 through June 12, 2012 from the Sanitary Sewer Fund in the amount of \$18,117.51.
- g. Consider payment of the bills from May 10, 2012 through June 12, 2012 from the Brentwood Park Initiative Fund in the amount of \$405.00.
- h. Consider payment of the bills from May 10, 2012 through June 12, 2012 from the Capital Improvement Fund in the amount of \$71,741.90.
- i. Consider payment of the bills from May 10, 2012 through June 12, 2012 from the Non-Uniform Pension Fund in the amount of \$4,295.19.
- j. Consider payment of the bills from May 10, 2012 through June 12, 2012 from the Police Pension Fund in the amount of \$18,725.34.
- k. FYI – Hosack Specht Muetzel & Wood, LLP - 2011 Borough Audit Presentation will be during the July 17, 2012 Agenda Meeting.

Solicitor Ayoob stated he will mail the Solicitor's letter to them.

Mr. Schubert continued:

- l. Consider authorizing the Borough Manager and Solicitor to prepare an Ordinance amending in limited part, Chapter 41, Property, Borough of the Brentwood Borough Code by adding a policy outlining the procedures for the Disposition of Surplus Borough Property with a fair market value of less than \$1,000.00.
- m. Consider Resolution No. 2012-33, a proposal from Green Roads Energy to enter into an Agreement with Direct Energy to provide fixed electricity price for Direct Choice Customers in Brentwood.
- n. Consider participating in the Western Pennsylvania Energy Consortium and authorize the Borough Manager to enter into said agreement based on the outcome of the energy auction. [Action Item]

President Wenzel stated we need to discuss this. This Action Item is regarding the presentation by Green Roads Energy this evening.

Mr. Schubert commented he thinks that when the letters come from the Borough, it seems like we are endorsing the company. Several Council members agreed.

Solicitor Ayoob stated let them sell their product themselves. Where do you stop this and who do you choose to endorse? Solicitor Ayoob gave examples of restaurants, businesses and others that want to be linked to the website to be endorsed. Solicitor Ayoob said I think this is a bad idea; they are a for-profit industry and want to sell their product on the Borough letterhead. President Wenzel said we don't have anybody advertising on our website and we aren't going to start it.

President Wenzel asked for comments. None. President Wenzel said we can vote on this next week. Manager Zboyovsky stated this is the Agenda Setting Meeting; it should be removed if you don't want it on the Agenda next week. It was agreed by Council to remove this from the Agenda.

Mr. Vickless questioned how we get late fees from Verizon? Manager Zboyovsky said he would have to look into it; it may be that someone hasn't signed off on the invoice. President Wenzel said we may want to consider a direct payment for utilities; we can review the invoices, pay them and possibly eliminate the late fees.

Mayor Lockhart said this was discussed before. Manager Zboyovsky said this would not eliminate everyone from signing off on the invoice.

Solicitor Ayoob said you can do this and ratify the payment of the bills at the meeting.

President Wenzel requested Manager Zboyovsky to direct Mrs. Lane to compile a list of reoccurring bills and present to Council and we will discuss what we want to do.

Mr. Vickless requested information on Item No. 1. Disposition of Surplus Borough Property. Mr. Vickless questioned who will make the determination on what would be considered allot, an individual item, and if things can't be sold by allot. Solicitor Ayoob said this is covered by the Borough Code and in language that will set up the process.

Manager Zboyovsky stated this stemmed from a list of items in several departments, old computers, bicycles, etc. This proposed Ordinance will identify what is allotting, with definitions, etc.

Mr. Carnevale questioned why there are two light bills for the Civic Center, - one from Glacial Energy and one from Duquesne Light? Manager Zboyovsky stated we still use Duquesne Light for the infrastructure (poles, wires, etc.) but Glacial Energy is the supplier.

Mr. Carnevale questioned the \$110 PA American Water bill for 12 Marylea Avenue? Manager Zboyovsky stated this is the apartment that the Borough is the landlord.

Mr. Zimmerman questioned the wireless phone invoice, there are only 3-4 individuals have this type of phone, this is regarding the late fee of \$5.00. Manager Zboyovsky said that is for the Ipads. Mr. Zimmerman said why can't we pay a lump sum to Duquesne Light? Manager Zboyovsky stated that is the way the billing process is set with Duquesne Light; however, some companies do include it on the bill.

Mr. Carnevale questioned why we paid \$600 to the florist? Manager Zboyovsky said this was for the replacement of ivy in the hanging baskets along Brownsville Road.

Mr. Carnevale stated we paid the \$26,842.00. I thought we leased the cars. Manager Zboyovsky said no. We lease the cars to get caught up, every year we will be replacing and paying outright. President Wenzel stated we want to set a pattern to replace one vehicle each year. Mayor Lockhart said we want to put in the budget every year to purchase a vehicle so we don't have a vehicle that we spend more money on repairs that the vehicle is worth. A discussion ensued.

Mr. Schubert continued:

M-1 Motion by Mr. Schubert, seconded by Mr. Johnson and duly carried that Council approve participation in the Western PA Energy Consortium and authorize the Borough Manger to enter into said agreement based on the outcome of the energy auction.

Mr. Vickless questioned what is this based on? Manager Zboyovsky stated on the energy market. Mr. Vickless stated will we set an amount and state that the Manager can go to a certain limit, compared to other proposals we received. If the rate is higher, at what point do we pull out of this? President Wenzel questioned what is the rate now? Manager Zboyovsky said the current rate is 8.25. President Wenzel said the Manager will, after the bidding is over, go to the company that has the best rate, based on the market at that time. Manager Zboyovsky said if you commit to this, you are committed to this rate. It is my understanding that that the other companies will be competing against each other in the bidding. Once the market closes, whatever the rate is, everyone will lock into the rate at that time. Manager Zboyovsky said we would be locked into the rate because of the consortium, there are 12 or 13 members, making it very competitive. There is no backing out because of the consortium.

President Wenzel called for a vote. ALL AYES. President Wenzel said, "Motion carried."

M-2 Motion by Mr. Schubert, seconded by Mr. Vickless and duly carried that Council hire Ms Simona Gabriela Gavrila as Administrative Summer Intern at the rate of \$10.00

per hour for the period of June 12, 2012 to August 31, 2012. (NOTE: 50% of the salary will be paid through a Local Government Academy Intern Grant) ALL AYES.

10. Public Works Committee – Mr. Marty Vickless stated the following will be considered at the Council meeting:

- a. Accept the Public Works Supervisor's Monthly Report.
- b. Draft EPA Consent Decree Feasibility Study Letter of Understanding

Manager Zboyovsky stated the Gateway Engineers will be at the July Agenda meeting to give an update on this project to keep Council informed.

Mr. Vickless continued:

- c. Consider Resolution No. 2012-34, CD Year 39, Concurring Resolution – ADA Parking in the Park.

Mr. Carnevale questioned where is this parking going to be? Mr. Vickless said currently it is where the shelter house and swing sets are now. Mr. Carnevale questioned if the tree will be removed? Manager Zboyovsky stated he doesn't think it will be removed; and won't be removed if it doesn't have to be. Mr. Johnson said on the original plan by J.T. Sauer closer to the platform, the ADA parking.

Mr. Vickless continued:

- d. Consider Resolution No. 2012-35, CD Year 39, Concurring Resolution – ADA Parking in the Park

Mr. Carnevale questioned where is this parking? Mr. Vickless this will be where the current at the softball field, in the Stadium, near Windsor Road.(At the gate opening)

Mr. Carnevale questioned how they would get to that area? Mr. Vickless said there would be a walkway. Mr. Carnevale stated he thinks there will be seating for the handicap at that area, bathrooms, etc.

Mr. Vickless continued:

- e. Consider hiring full time Department of Public Works Employee
- f. Consider Work Authorization from Gateway Engineers for SHACOG CD Year 38 ADA Upgrades to the Pool in the amount of \$9,000.00

Mr. Carnevale questioned when the work for the swimming pool will start? Manager Zboyovsky stated the work will begin after the pool closes for the season.

Mr. Vickless continued:

- g. Consider Work Authorization from Gateway Engineers for Soil Density Testing associated with the Pinkney Way Roadway Improvement Project in the amount of \$1,000

- h. Consider Work Authorization from Gateway Engineers for Soil Density Testing associated with the Daub Way Stormwater and Roadway Improvement Project in the amount of \$1,000
- i. Consider Change Order No. 1 to Work Authorization from Gateway Engineers for additional surveying associated with the DPW Building Project in the amount not to exceed \$500

Manager Zboyovsky stated they estimate the project to be approximately \$350.00; therefore, the Work Authorization is not to exceed \$350.00.

Mr. Vickless continued:

M-3 Motion by Mr. Vickless, seconded by Mr. Carnevale and duly carried that council approve and formally accept the 2012 SHACOG Spring commodities bids in order to secure the prices offered by the following vendors:

Advanced Drainage Systems, Inc., Chemung Supply Corporation, Continental Research Corporation, Culverts, Inc., Custom Products Corporation, Federouch Landscape Supply, Lindsay Paving, Inc., Neehan Foundry, Co., Sherwin-William Company, Univar USA, Inc., Vulcan Signs and Wine Concrete Products, Inc. ALL AYES.

M-4 Motion by Mr. Vickless, seconded by Mr. Carnevale and duly carried that Council approve the Work Authorization from Gateway Engineers for preparation of additional exhibits associated with legal agreements pertaining to the Daub Way Stormwater and Roadway Improvement Project in the amount of \$3,500.00. ALL AYES.

M-5 Motion by Mr. Vickless, seconded by Mr. Carnevale and duly carried that Council approve the Work Authorization from Gateway Engineers for preparation of additional exhibits associated with legal agreements pertaining to the Pinkney Way Roadway Improvement Project in the amount not to exceed \$1,500.00. ALL AYES.

Manager Zboyovsky commented this is the last step regarding these two projects, once we receive all the signed agreements from the residents, the contractors will come in and access their properties and begin work.

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. Consider See Click Fix Software

Manager Zboyovsky stated he has been looking into this for several years; this software was advertised in a Borough magazine. This program is geared to for those with a Smart Phone, code enforcement and public works departments; you download this application for free and you take a photo and it identifies the location of the problem and you download it to the Borough website. It is a data tracking base. Manager Zboyovsky said

the annual cost is \$3,600.00 for three (3) licenses. Manager Zboyovsky said we are eliminating E-Gov, which is \$2,400 annually.

Mrs. Schade continued:

- c. FYI – There is no Zoning Hearing Board meeting scheduled for June.
- d. FYI – There is a Planning Commission meeting scheduled for June 21, 2012.

Mrs. Schade stated there is a vacant seat on the Zoning Hearing Board; this was not on the Agenda. Manager Zboyovsky said Council has to decide as to move up an alternate. Currently we have two alternates. Manager Zboyovsky said it is common to move up an alternate to the vacancy. President Wenzel said this will be considered next week.

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

a. BPI Update

- Cleared \$6,600 on the Cash Bash
- Lottery Ticket Sales for December for Steeler/Dallas Game, in Dallas, \$20.00 per ticket
- Summer Pool Parties – Sponsored by BPI/Council

Mr. Schubert questioned if the BPI has ads at the pool advertising the project? Mr. Johnson said, yes. There is a donation basket at the pool. Mr. Schubert questioned if there will be a general mailing? Mr. Johnson said we are waiting for the naming rights to be approved by Council; then an informational brochure will be mailed to the residents requesting a donation.

Mr. Johnson continued:

- b. Consider Stadium Lease Agreement with Brentwood School District
- c. Consider 6-6-12 Letter to Council from S. McCanless to waive pool fees for therapists.

Mr. Vickless stated it would be good community relations; they are residents that do pay taxes. President Wenzel stated this could possibly be a problem.

Solicitor Ayoob said whenever you begin to waive the fees, you pick and choose, free passes you open yourself up to criticism, problems and potential law suits. What happens when the next organization comes in and you don't like it they will find a reason to hold you accountable for that? Solicitor Ayoob said it is an all or nothing even handed approach. It is fundamentally fair.

At this time Mr. Johnson read the letter. Mr. Johnson said the adult passes are \$43.00 per season, for only Brentwood residents. We would be allowing non-residents into the pool

free. Mr. Carnevale stated that is a different issue. That would have to be taken into consideration; I thought the therapists were residents.

President Wenzel stated before you were on Council, Mr. Carnevale, Solicitor Ayoob explained this back then, for several different requests. A lengthy discussion ensued.

Solicitor Ayoob stated you can create a policy for guest passes for professional services, I don't have a problem with that.

Mr. Zimmerman stated he doesn't believe we should do this, everyone in the Borough will be saying their child has this ailment, and this, and this etc. I think this will cause trouble. Mr. Vickless said the handicap child has the pool pass; this policy would be for the therapist that is required to accompany the child resident with a pool pass.

Solicitor Ayoob questioned who makes the determination if it's a medical condition and it is not a medical condition? Solicitor Ayoob said it has to be a well thought-out written policy. Mr. Vickless stated we should look into this. Mr. Carnevale said we should table this and consider it for next year. Mr. Schubert said this would be something to look into as a policy. Mayor Lockhart said to look into this and research it for next year. A lengthy discussion ensued.

Mrs. Garase stated the woman came into the Borough Building with three (3) of her four (4) autistic children, ranging in age from 8-4. Mrs. Garase said the resident stated she needs a therapist for each child every time they go into the water to swim. The children definitely need someone with them all the time. This lady has her hands full!

Solicitor Ayoob said you need to put a policy in place for people that need help, it has to be written to avoid abuse, and with no discrimination by the Council.

Mrs. Schade questioned if the therapists company should pay for this? Mr. Schubert said I thought of that, there are probably case workers for each child or for the entire family. Obviously they haven't paid for it in the past, but, we should look into a policy.

President Wenzel stated I think this should be sent back to Committee for review.

Manager Zboyovsky said would Council like to make this Action to read to authorize the Solicitor and Borough Manager to pursue a policy and when I respond to her letter this is the direction of Council to formulate a policy that will be available next year.

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

- a. Accept the Police Chief's monthly report
- b. K-9 Officer

President Wenzel stated this was discussed in Executive Session.

Mr. Zimmerman continued:

c. Consider setting Police Department hourly rates for contract work.

Solicitor Ayoob stated if you pay the police \$40.00 per hour for his/her wage and all employer payroll taxes and employee related expenses you shouldn't allow third parties to reimburse you (inaudible) they should reimburse you the cost per hour per employee. Wenzel questioned does this break it down to health care, retirement, and other items? Solicitor Ayoob said no, we don't normally do that; that is a fixed cost. It is the incremental costs. If you are paying for each hour you have to pay the pension, retirement, taxes that need to be reimbursed. Wenzel questioned do we pay pension benefits if they work overtime? Solicitor Ayoob said yes, a portion. Solicitor Ayoob said the rate is to be fundamentally fair.

Mayor Lockhart said for example if we pay an officer \$35.00 overtime per hour and you want to add all these extras for when we have the officers at the school and at the St. Sylvester's carnival, you are talking a big difference. I don't like the idea. I think you should keep the school and we get reimbursed the overtime rate, not figuring these other overtime items. Mr. Carnevale said the only thing that should be calculated in the overtime is the longevity.

Solicitor Ayoob requested Manager Zboyovsky to explain what items are included in overtime for a police officer. Manager Zboyovsky said on average we are paying \$43.61 for an officer at straight time, overtime rate equates to \$65.42 if you add health and life insurance and short term disability bumps it up to \$92.67. Manager Zboyovsky stated this may not include health benefits, if I recall correctly. Solicitor Ayoob said that is not an incremental cost. You have full time employees you have to pay for the health care; you are incurring that anyway whether they work somewhere else or not. A discussion ensued regarding pension, training, health benefits, etc.

Mr. Vickless questioned what it costs us for payroll for an officer to do overtime work, in taxes and in pay, in pension, all those incremental items. Not social security, workers compensation, medical care. Manager Zboyovsky stated this may not include the health benefits.

Solicitor Ayoob said you have to look at it as concept thing. Do you want to be reimbursed for what it is costing you as an incremental cost to have a police officer to work overtime? I think you do. Do you want to also include to be reimbursed for fixed costs that you already have incurred, such as health insurance; that may differ from employee to employee. I don't think you should do that, it is not an extra cost. They work 40 hours for you they get the health benefits; someone shouldn't be reimbursed for that. It may cost you markup with the hourly wage, that's what happens with taxes, and

other expenses and you have to pass that on. Otherwise, you'll be spending \$40.00 on someone and getting reimbursed \$20.00. That is not fundamentally fair!

Manager Zboyovsky said we have been including health insurance, life insurance, and long term disability insurance in the \$43.61. What we were not including is the police vehicle reimbursable rate per hour which is \$16.25 extra. We also broke down the workers compensation what the Borough pays annually \$4,087.00 the hourly rate for workers compensation is an additional \$34.45. If an officer is hurt on an assignment, that would affect our workers compensation change. A discussion ensued regarding the Borough related overtime, football games, St. Sylvester's carnival, basketball games, etc. Most overtime is for the high school. Manager Zboyovsky questioned if there should be a tiered rate for overtime? Manager Zboyovsky questioned if you want the new rates, tiered rates or go with the old rates? Manager Zboyovsky said the new rate is \$92.69 hourly rate, the overtime rate at time and a half. Mr. Vickless said it should be incremental per the Solicitor's advice.

President Wenzel said we have to cover the overtime rate, and all we pay in taxes in pension or other incremental costs, not annual costs.

Mr. Zimmerman continued:

- d. Consider Resolution No. 2012-30 Adoption of the Amended Civil Service Rules and Regulations
- e. Consider request for parking spaces on Tuxey Avenue

Mr. Johnson said he is against painting lines for parking spaces; I believe you lose parking spaces this way. Mr. Vickless said do we want to look at permit parking on streets? Mayor Lockhart said we have parking permits on Dailey Road and there are problems. There are problems with permit parking; it is a nightmare! Mr. Carnevale said it is part of the Borough Code. A discussion ensued regarding the code, code enforcement, permit parking, parking on the street, not in the driveway or garage. Mayor Lockhart stated the ordinance needs revised.

President Wenzel said we have not received any complaints from that block on Tuxey about parking. We received a petition from the residents to paint lines on the street. It may be a neighborhood dispute, we don't know. Mayor Lockhart said there was a handicap parking space there, and it seemed to be a problem for a long time. The handicap space may have been removed. President Wenzel said there are people parking on the street in that area and not in their driveway. A discussion ensued and it was stated when revising the Code this should be reviewed.

President Wenzel said we could take this off the Agenda. Mr. Zimmerman requested to leave this on the Agenda and take an official vote on it.

Mr. Zimmerman continued:

f. Consider hiring a new police officer.

Solicitor Ayoob stated you can talk about the concept that you want to hire another police officer - what is the cost, what is the impact on our budget, where are we on the list, how many candidates do we have, you can do that. President Wenzel stated do not name names. Mr. Schubert stated when we get close to full staff police force we should require and stress to the Chief that when he talks about parking violations, it is taken care of by the meter persons; but, overnight parking on sidewalks and commercial vehicles are parked illegal, when you are down staff. When closer to full staff you need to have the ordinances enforced. Mr. Zimmerman said if you tell the Police Chief that a car has been on a certain street for 36 hours and not moved; he will send an officer to the site. President Wenzel said you have to call 911, to make the complaint and to be documented. A discussion ensued regarding the enforcement of ordinances.

Mr. Carnevale questioned where are we getting the money for another police officer? I don't believe we need another police officer. Mr. Carnevale read Article No. 7 of the Police Contract. A discussion ensued.

Mr. Johnson said with the Strategic Planning Meeting there were five (5) "Must Do" items, the first three are:

1. New Borough Building
2. Keep the Fire Department, EMS and Police as is.
3. Public Safety.

By adding another police officer, it is our responsibility to provide public safety for the residents. Mr. Carnevale said we can hire a part-time police officer. A lengthy discussion ensued regarding the hiring of part-time officers vs. full-time officers, benefits, etc.

Mayor Lockhart said, as Mayor, I don't want to be telling the residents that we didn't hire a police officer because we were finagling with the salary; that is why the crime rate went up in Brentwood. Mr. Vickless said do you know why Boroughs, towns and cities go bankrupt. Mayor Lockhart said, yes I do. Mayor Lockhart questioned President Wenzel if there is any voting going on? President Wenzel said no, but you don't vote anyway.

Mayor Lockhart left the meeting at this time. (9:40 P.M.)

President Wenzel said you have to read the Borough Code, we have to provide, police, Fire and EMS services. It will cost us money, we have to provide it. Mr. Vickless said we continuously do not look long term at the financial picture. President Wenzel questioned Mr. Vickless what is his suggestion? Mr. Vickless said I brought up several suggestions; like look into possibly merging some of our emergency services, the police

Department, everyone ignores it. We need to find out what emergencies we need in this Borough and what we can afford. A discussion ensued.

President Wenzel said we hired a Police Chief to run the department; his recommendation was to hire another police officer. Mr. Zimmerman said we hired a Police Chief to do his work. We cannot let him take care of this business, if any problems, it then comes to Civil Service then to us. There are procedures that are to be followed. A discussion ensued regarding looking into studies to find out what is the best police protection we can provide as a service. President Wenzel said area there any other comments on hiring a police officer. None.

14. Community Affairs Committee – Mr. Pat Carnevale stated State Representative Readshaw informed him that PennDot no longer has the mobile unit for the photo identification; therefore, it cannot be done for the citizens of the Borough.

15. Special Committees – No reports.

16. Old Business –

- a. FYI – 2012 Council Strategic Planning for 2013-2014 Plan Update and schedule Next Meeting date is July 10, 2012 at 7:00 P.M.

President Wenzel said we can move forward with the other “Must Do” items at the meeting on July 10, 2012.

- b. Consider Proposal from Architectural Innovations to prepare an analysis and estimate of Borough Building Options discussed during the June 12, 2012 Special Council Meeting. Including the following:

Option No. 1 – Construct a new Borough Building to house EMS, Police, Administration, Code Department, and the Mayor and Council at the location of the current building and make improvements to the Civic Center to keep it safe.

Option No. 2 – Construct a new building to house EMS and Police at the location of the current Borough Building and renovate the Civic Center to house Administration, Code Department, and Mayor and Council. Include upgrades to the new site to provide additional parking and park let area.

Option No. 3 – Sale of the property of the current Borough Building. Construct additional space onto the new DPW Building for the Police and EMS. Relocate Administration, Code Department, and the Mayor and Council to vacant office space in the Borough. Possibly an addition to the Civic Center to provide space for Administration, Code Department, and the Mayor and Council.

President Wenzel said this proposal will be on the Agenda for the meeting next week. Manager Zboyovsky stated Architectural Innovations are looking at the numbers to develop some costs and came up with a way similar to what Gateway does "Not to exceed" dollar value to evaluate these options. A fourth option, I thought was resolved, do you want them to go ahead and evaluate the DPW facility. Right now the estimated costs are based on two (2) year old actual construction costs to do a similar project, a pre-fabricated building, soil, fill, and this is where the cost is being estimated to be \$900,000 to \$1,000,000. Manager Zboyovsky said he will meet with Architectural Innovations on Thursday to discuss the proposed Public Works Department facility. The estimated costs will be reviewed at that meeting. Manager Zboyovsky said we have old estimated costs from two years ago. President Wenzel said they could include the public works in the building, I want them to give us a cost for every entity we want in there to see if we want to go with that.

Mr. Carnevale said to ask Gateway Engineers for their figures. Do you want Architectural Innovations to evaluate Option 4 for the DPW and come up with their own numbers and spend money on this? At this time, each Councilperson individually stated they are in agreement.

President Wenzel questioned if Council wants to have the DCED Study do a survey for estimated costs on merging? Mr. Schubert stated we could see what the costs are, what the savings would be, etc.

President Wenzel said there is a meeting scheduled for August 14, 2012 for discussion on the new Borough Building Complex; the next Strategic Planning Meeting will be on Tuesday, July 10, 2012 at 7:00 P.M.

Mr. Vickless stated he spoke with the Borough Manger this afternoon regarding a resident that sent him an email regarding a dead tree hanging over their property and asked the Borough to get involved. Mr. Costa said he cannot do anything about it. President Wenzel said, right. Mr. Vickless said if there is a health hazard on someone's property the Borough gets involved. Solicitor Ayoob said I don't know what a health hazard is. Solicitor Ayoob said the problem is between the two (2) property owners, the Borough does not get involved. Solicitor Ayoob said if there is a violation of the code or ordinance then it is a Borough issue, if there is not a violation of the Borough code or ordinance, then it is not a Borough issue. I think of it in terms of terminology. If the tree violates an ordinance we can then cite them; if the tree doesn't then we can't. If the neighbor doesn't like the tree, then it becomes a neighbor issue. Mr. Vickless said what are their rights? What do I tell them when I answer them? Solicitor Ayoob said my advice is you don't tell people what their legal rights are when dealing with a neighbor. You tell them, you can't give them advice. You should tell them to seek their own counsel.

President Wenzel stated the meeting will be recessed for 10 minutes; time now is 10:00 P.M.

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

17. New Business –

a. Discussion – 2013 Borough Budget – Expenditures

At this time, President Wenzel reconvened the meeting at 10:10 P.M.

Manager Zboyovsky stated the first five (5) sections of the Proposed 2013 Borough Budget Expenditures will be discussed; these are very little discretionary funding items. We will start with the General Fund Expenditures tonight and save the larger Administrative for next week only. If we do six (6) per month this will put us on track for October:

Manager Zboyovsky said if there are any recommendations, I can make the revisions now. Once this is done and you see the expenditures, we can come back again review it. President Wenzel said we can agree on each item or consider revisions and agree on it.

General Fund Expenditures:

Salaries: Set at \$16,800 for seven (7) Council members

FICA: Based on salaries.

Office supplies – 2011 – \$3,000 on paper, tracking this year

2012 - \$1,000

2013 - \$1,100 Increased - budgeted, business cards, big cost is paper.

Discretionary Funding:

Dues: Subscriptions and Members:

2008 - \$6,800

2012: \$4,000

PSAB: \$100 Who's Who listing in the Yearbook. President Wenzel said to look into this to see if it is necessary. Eliminate!

ACBA: \$200 Annual Dues – To Remain

ALOM: \$290 Annual Dues – To Remain

International League of Cities and Municipalities - \$750 - Eliminate!

PELRAS: \$450 Annual Membership – To Remain

PA or Allegheny County Related Organizations are worthwhile to the Borough.

PSAB: \$1,600 Annual Dues for Council (Lobby for Boroughs) To Remain

PSAB: \$70 for Magazine Subscription. To be discussed!

PA League of Cities and Municipalities: To be discussed!

ACBA: \$250. Yearbook of Directory Listing of All Boroughs – To Remain as discussed!

PA Borough's Council Association: \$25 – To be discussed!

Meetings and Conferences:

ALOM Seven Springs Conference:

2011 - \$1,400 per Council member to attend ACBA, Chamber of Commerce, LGA, etc.

2012 - \$400 - Mr. Carnevale stated we should send one person and lower this number because we don't use it. President Wenzel said we could see the representatives locally; we can make appointments for Council to discuss with them here at the Borough. At the conference we don't get the attention like you do in a small local meeting. A discussion ensued. To Remain at \$400 for 2013.

President Wenzel said we are making progress in cutting on the budget. Manager Zboyovsky said when it came time for the budget last year we never came back to it. We need to make a decision on it now. To Remain at \$400 for 2013 (Council Conferences)

ACBA Annual Banquet: - To Remain.

Annual Streets Run Watershed Association: \$2,000 – To Remain

Local Government Academy Michael P. Lynch Scholarship: \$500 - To Remain

Civic Organizations Requests: \$1,000 – Eliminate. President Wenzel said the Solicitor would advise us not to do that.

Minor Purchases: \$1,850 (Ipads, etc.) To Remain.

Mayor:

Meetings and Conferences: 2012: \$1,400

2013: \$1,400 – To Remain

Salary: 2012 - \$3,400 – To Remain

At this time, President Wenzel read the Borough Code regarding the Mayor's salary. Manager Zboyovsky stated if you want to change the salary for Council or Mayor it is to be done in accordance with the criteria of the Borough Code.

Audit Services: 2013: 3% increase. The contract is up this year. Manager Zboyovsky questioned if Council wants to prepare Request For Proposals (RFP.) Manager Zboyovsky stated this will be on the Agenda next week.

Special Legal Services: 2012: \$8,000 To Remain. (Special Legal/Labor Counsel that the Borough Solicitor does not handle.) Manager Zboyovsky stated the Public Works Department and Administration Clerical union contracts are up next year, possible grievances, personnel related issues, etc.

Borough Solicitor: 2012: \$50,000 (Projected) For Policies, Ordinances, etc.

2013: \$45,000

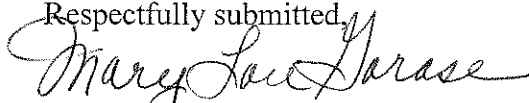
Codification of Ordinances: 2012: \$6,000
2013: \$6,000 To Remain

Advertising: 2012: \$4,000
2013: \$4,000 To Remain

19. Adjournment.

M-6 Motion by Mr. Zimmerman, seconded by Mr. Vickless and duly carried to adjourn the meeting at 11:00 P.M. ALL AYES.

Respectfully submitted,



Mary Lou Garase
Administrative Assistant