



THE BOROUGH OF BRENTWOOD

MUNICIPAL BUILDING -- 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199

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BOROUGH OF BRENTWOOD SEPTEMBER 18, 2012 – AGENDA MEETING MINUTES 7:30 P.M.

EXECUTIVE SESSION: 7:00 P.M.

1. Call to Order.

Meeting was called to order at 7:30 P.M.
Council President, David Wenzel indicated that an Executive Session was conducted prior to the meeting to discuss personnel and/or contractual matters. No votes were taken.

2. Pledge of Allegiance. The Pledge of Allegiance was recited by all in attendance.

3. Roll Call.

Member	Present	Absent	Member	Present	Absent
Mr. Carnevale	X		Mrs. Schade	X	
Mr. Vickless	X		Mr. Johnson	X	
Mr. Schubert	X		Mr. Zimmerman	X	
Mr. Wenzel	X		Mayor Lockhart	X	
Solicitor Ayoob	X		Manager Zboyovsky	X	

Special Presentation, PNC Bank Representatives Joe Miller and Mike Subasic came before Council regarding finance options for the new Municipal Complex. Mr. Subasic distributed a summary of the proposals and explained each scenario based on a \$10/12 million dollar bond.

4. Comments on Agenda Action Items Only. None.

Item No. 9.m

Item No. 10.c

Item No. 10.d

Item No. 13.d

There were no comments on the Agenda Action Items.

5. Communications. None.

6. Department and Borough Managers Reports:

(The following reports are attached to meeting Minutes)

- 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 no report.

8. Mayor's Report. Mayor Lockhart stated he will have a brief report.

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

- a. Approve Minutes of the: August 7, 2012 BPI Special meeting
- b. Approve Minutes of the: August 14, 2012 Strategic Planning meeting.
- c. Approve Minutes of the: August 21, 2012 Agenda meeting
- d. Approve Minutes of the: August 28, 2012 Regular meeting
- e. Accept the Treasurer's Report for the Period ending August 31, 2012
- f. Consider the Managers Report for the Period Ending August 31, 2012.
- g. Consider ratifying the payment of the bills from August 11, 2012 through September 12, 2012 from the General Fund in the amount of \$167,987.83.
- h. Consider ratifying the payment of bills from August 11, 2012 through September 12, 2012 from the Sanitary Sewer Fund in the amount of \$33,126.53.
- i. Consider ratifying the payment of the bills from August 11, 2012 through September 12, 2012 from the Brentwood Park Initiative Fund in the amount of \$31,603.36.
- j. Consider ratifying the payment of the bills from August 11, 2012 through September 12, 2012 from the Capital Improvement Fund in the amount of \$23,079.34.
- k. Consider ratifying the payment of the bills from August 11, 2012 through September 12, 2012 from the Non-Uniform Pension Fund in the amount of \$1,87;0.36.
- l. Consider ratifying the payment of the bills from August 11, 2012 through September 12, 2012 from the Police Pension Fund in the amount of \$20,244.72.
- m. Consider 2013 Borough Manager's Employment Agreement. [Action Item]**

Solicitor Ayoob stated this contract is the exact contract as last year except for a 4% salary increase and all benefits remain the same.

Motion By: M-1	Mr. Schubert					
Second By:	Mr. Zimmerman					
	Member	Aye	Nay	Member	Aye	Nay
	Mr. Carnevale		X	Mrs. Schade	X	
	Mr. Vickless		X	Mr. Johnson	X	
	Mr. Schubert	X		Mr. Zimmerman	X	
	Mr. Wenzel	X		Mayor Lockhart		

President Wenzel said, "Motion carried." 5AYES. 2 NAYS.

Question By/Topic: Item No. 9.e	Mr. Carnevale questioned why the money is paid out of the General Fund: FICA Taxes and FIT Taxes paid to PNC Bank? Manager Zboyovsky stated he will contact the Treasurer for confirmed information and will forward it to Council.
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n. Consider 2013 Minimum Municipal Obligation (MMO) for the Non-Police Pension Plan

o. Consider 2013 Minimum Municipal Obligation (MMO) for the Police Pension Plan

Question By/Topic: Item No. 9. n. o.	Mr. Carnevale questioned the MMO's for the Non-Uniformed and Police Pension Plan regarding the amount of money coming from the State? Manager Zboyovsky stated we just received an email and the State Aid is going to be higher than last year, due to increased taxes coming into the State.
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p. Consider revisions to Non-Uniformed Investment Policy Statement.

q. Consider revision to Police Investment Policy Statement.

Question By/Topic: Item No. 9.p.q.	Mr. Carnevale questioned the Non-Uniform and Police Investment Policy Statement? Manager Zboyovsky said it is changes suggested by the Fund Manager, UBS, to invest and update the investment strategies for the Police and Non-Uniform Police Pension IPS. To consider investment in Real Estate must be approved by Pension Board and forwarded to Council for approval.
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r. Other Items

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

a. Accept the Public Works Supervisor's report for the period ending August 31, 2012.

- b. Accept the Engineer’s report for the period ending August 31, 2012.
- c. Consider Revised Change Order No. 1, – Kaufmann Avenue Sidewalk **[Action Item]**
Approve the Revised Change Order No. 1 for the Kaufmann Avenue Cantilever Sidewalk Project in the amount of \$8,276.00.

Motion By: M-2	Mr. Vickless					
Second By:	Mr. Johnson					
	Member	Aye	Nay	Member	Aye	Nay
	Mr. Carnevale	X		Mrs. Schade	X	
	Mr. Vickless	X		Mr. Johnson	X	
	Mr. Schubert	X		Mr. Zimmerman	X	
	Mr. Wenzel	X		Mayor Lockhart		

President Wenzel said, “Motion carried.”

- d. Consider Change Order No. 1 – Pinkney Way **[Action Item]**
Approve the Revised Change Order No.1 for the Pinkney Way Roadway Improvement Project in the amount of \$2,335.00.

Motion By: M-3	Mr. Vickless					
Second By:	Mr. Johnson					
	Member	Aye	Nay	Member	Aye	Nay
	Mr. Carnevale	X		Mrs. Schade	X	
	Mr. Vickless	X		Mr. Johnson	X	
	Mr. Schubert	X		Mr. Zimmerman	X	
	Mr. Wenzel	X		Mayor Lockhart		

e. Other Item.

11. Zoning and Ordinance Committee – Mrs. Schade

- a. Accept the Building Inspector’s report for the period ending August 31, 2012.
- b. FYI – There is no Zoning Hearing Board meeting scheduled for September
- c. FYI – There is no Planning Commission meeting scheduled for September.
- d. Consider authorizing Borough Manager and Solicitor to prepare a Borough Vacant Property Registration Ordinance.
- e. Consider authorizing Borough Manager and Solicitor to prepare a Blight Reduction Ordinance.

f. Other Item.

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

- a. FYI - BPI Update. Mr. Johnson stated the BPI is selling Lottery Tickets for the Steeler/Dallas Football Game at Dallas in December.
- b. Consider the letter from the Brentwood Area Soccer Association (BASA) regarding the 2012 Field Permits.

<p>Question By/Topic: Item No. 12.b</p>	<p>Mr. Carnevale questioned what is the process if the permit schedule conflicts with other organizations? Mr. Johnson stated the organizations get together and work it out, never any conflict problems.</p>
<p>Question By/Topic:</p>	<p>Mr. Vickless questioned if the DUKES 2012 Season Permit was issued? Manager Zboyovsky stated we are researching this and will be on the Agenda for next week if the permits were not approved.</p>
<p>Question By/Topic:</p>	<p>Mr. Carnevale questioned why the Stadium lights were on at 11:00 P.M.? President Wenzel stated the park is open until 11:00 P.M. Manager Zboyovsky stated he will check with Mr. Mackewich. Mayor Lockhart stated there was a Band Festival.</p>
<p>Question By/Topic:</p>	<p>Mr. Carnevale questioned why the swimming pool was closed prior to Labor Day? Manager Zboyovsky stated we only received two complaints regarding the pool closing from Mr. Carnevale; if the pool closed during the summer we were not aware of it. If only one person is in the pool, the Pool Manager closed the pool; they do not waste Borough money. This can be discussed by Council and changes made for the 2013 season. Manager Zboyovsky stated he has not received any complaints room residents regarding the pool, with the exception of one resident and we contacted the resident and discussed her complaint. Mr. Carnevale mentioned several occasions when things would go on during the summer at the pool. President Wenzel stated this should have been reported at the time it occurred or shortly after. President Wenzel stated when you see illegal activity, call 911 and have an officer called to handle it.</p>

c. Other Item.

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

- a. Accept the Police Chief's report for the period ending August 31, 2012.

- b. Consider Extension of Maintenance and Support Agreement with Premier MDC with Motorola for Police Department for the period of November 1, 2012 through October 31, 2013.
- c. Consider Renewal of Agreement with response Computer Service, Inc for the Laptop Computers in the Police Department for the period of October 15, 2012 through October 14, 2013.
- d. Consider Police Chief's Employment Agreement [**Action Item**]
 Approve the 2013 Borough Police Chief's Employment Agreement

Solicitor Ayoob said this is the same exact contract compensation package of benefits except for a 4% increase of salary from the previous year.

Motion By: M-4	Mr. Zimmerman					
Second By:	Mr. Schubert					
	Member	Aye	Nay	Member	Aye	Nay
	Mr. Carnevale		X	Mrs. Schade	X	
	Mr. Vickless		X	Mr. Johnson	X	
	Mr. Schubert	X		Mr. Zimmerman	X	
	Mr. Wenzel	X		Mayor Lockhart		

President Wenzel said, "Motion carried." 5AYES. 2 NAYS.

- e. Consider purchasing School Crossing Signals

Question By/Topic: Item No. 13.e	Mayor Lockhart requested to check with R. Mackewich for cross walk signs from the State "Yield to Pedestrian." Mayor Lockhart said if we can't get signs from the State, then I am requesting the Borough purchase the signs for safety reasons.
Question By/Topic:	Mr. Carnevale questioned if the new police vehicle will be a marked police vehicle with the Borough logo or will it be an unmarked police vehicle? Mayor Lockhart said it will be remain as an unmarked police vehicle.
Question By/Topic:	Manager Zboyovsky stated the lowest bidder was not recommended for approval. Mr. Zimmerman stated the recommended bidder, Traffic Control Engineering, was \$695.00 higher; however, Traffic Control Engineering has done work before in the Borough and are familiar with the equipment and system. Manager Zboyovsky stated this is a Grant funded project and three (3) verbal quotes are required. Manager Zboyovsky stated Traffic Control Engineering now maintains the equipment through a Maintenance Agreement.. At this time, Solicitor Ayoob read the new requirements on projects under \$10,000.

Question By/Topic:	Mr. Carnevale questioned Mayor Lockhart regarding the installation of the cameras in the 2600 block of Brownsville Road. Mayor Lockhart stated the cameras will be installed down in the park, to eliminate vandalism and damage.
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f. Other Items

14. Community Affairs Committee – Mr. Carnevale stated the following will be considered at the Council meeting:

a. Consider Resolution No. 2012-41, Brentwood Shade Tree Commission

Question By/Topic: Item No. 14.a	Mr. Zimmerman stated at the EDS meeting it was discussed that the digging would begin in October or November and the Tree Tenders will plant the trees, we then maintain the trees. (29 trees)
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b. Grant Agreement with EDS Project

Question By/Topic: Item No. 14.b	Mr. Carnevale stated the Grant Agreement with EDS is associated with a \$17,000 Matching Grant from Local Government Academy (LGA) for the Route 51 Overlay. Manager Zboyovsky said the EDS Director stated with the revisions proposed for zoning a portion of that will overlap with this project and can be used as a match for the Grant.
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c. BPI Financials and Questions

Question By/Topic: Item No. 14.c	Mr. Carnevale questioned how much money the BPI actually has in the budget now in their finances? Mr. Johnson said close to \$300,000. President Wenzel said the meeting is next month and we could question the BPI at that time. President Wenzel said we do not control the committee. Manager Zboyovsky stated we haven't issued any funds to any private organizations; the money would be to fund the park project. Manager Zboyovsky stated the BPI would give money to the Borough to pay for the project once the contract is signed to pay for the expenses and improvements for Phase II. Mr. Carnevale said I want to make sure there is enough money before decisions are made.
Question By/Topic: Item No. 14.c	Mayor Lockhart said the purpose of the BPI is to find money to help the Borough pay for the project.

d. Other Item.

15. Special Committees –

Councilman's Name:	Mr. Johnson
Committee: CONNECT	Mr. Johnson said he will attend C ONNECT meeting on Thursday.

Councilman's Name:	Mr. Carnevale
Committee: SHACOG	Mr. Carnevale said he will attend the SHACOG meeting. Mr. Carnevale said discussion will be regarding the shared cost to repair the equipment used by Robinson Pipe Co.

16. Old Business –

- a. Consider moving forward with an Agreement with Architectural Innovations to Prepare Final Design and Construction Documents associated with a new Municipal Complex.

Question By/Topic: Item No. 16.a	Mr. Carnevale questioned how large the complex will be and what specifically are we going to do?
Question By/Topic: Item No. 16.a	President Wenzel suggested we put out an RFP for a building for the DPW in the hollow. President Wenzel stated from the information we discussed in Executive Session, we could build a DPW building in the hollow at a significant lower cost.

Motion: M-5 Item No. 16.a	Mr. Vickless authorize Borough Manager, Solicitor and Engineer to put together a Request For Proposals (RFP) on the design build of a DPW facility located on Borough property at the hollow.
Second By:	Mr. Schubert
Question By/Topic: Item No. 16.a	Mr. Carnevale do we have to have dimensions on how large it will be? President Wenzel stated we don't need the parameters now. President Wenzel questioned Mr. Carnevale regarding Morgan Building? Mr. Carnevale stated is a building built specifically for you. Mayor Lockhart questioned if it is a shell and you contract for the interior? Mr. Carnevale said yes.

Member	Aye	Nay	Member	Aye	Nay
Mr. Carnevale	X		Mrs. Schade	X	

Mr. Vickless	X		Mr. Johnson	X	
Mr. Schubert	X		Mr. Zimmerman	X	
Mr. Wenzel	X		Mayor Lockhart		

17. New Business –

- a. Consider moving forward with GO Bond for New Borough Building(s)/Park Improvements.

Question By/Topic: Item No. 17.a	Mr. Schubert questioned if we will be voting on a dollar amount? President Wenzel said we don't have a number. Solicitor Ayoob suggested you get a number on the construction of the DPW building and then you may come up with a number for the Municipal building.
Question By/Topic: Item No. 17.a	Mr. Carnevale stated if construction in the park begins in November we will need money, same with construction on the Stadium in April. Manager Zboyovsky stated the process is quick, it may be a 2-3 month delay.
Question By/Topic: Item No. 17.a	Mr. Carnevale questioned how much money we paid this architect? Manager Zboyovsky said the Feasibility Study was \$25,000 to \$30,000 and the additional work was \$20,000. Manager Zboyovsky said we have to pay them for the services rendered. It was discussed and agreed that we may not need to go into a Go Bond now and table the motion.
Question By/Topic: Item No. 17.a	Mr. Vickless questioned if we can begin the process now without a number?
Question By/Topic: Item No. 17.a	President Wenzel questioned if we want to continue going forward with the Go Bond for the new Municipal Building(s)/Park Improvements?
Question By/Topic: Item No. 17.a	Mr. Vickless suggested we remove this from the Agenda but revisit it all the time.
Question By/Topic: Item No. 17.a	President Wenzel stated he agrees.

Question By/Topic:	Mr. Carnevale questioned when will we put bids out for Phase I?
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Item No. 17.a	Manager Zboyovsky said we will bid separately for Phase I and Phase II. Council can decide to go with Phase I, it is in the process, the approval process with DCNR, Allegheny County and other permits. J. T. Sauer will attend the meeting next week to give their monthly progress report.
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18. Public comment – Please try to limit remarks to 3 minutes.

Resident Name:	Mr. Douglas Herb, owner of Tri-River Companies
Address:	4115-4131 Brownsville Road, property owner
Topic:	Mr. Herb owns the above mentioned property and is requesting the Borough to waive the Borough tax fees for this property in the amount of \$3,300.00. President Wenzel stated we have the information and will discuss this, place it on the Agenda for the Council meeting next week and then make a decision. Mr. Herb stated he will also make this same request at the school district to waive the fee for taxes.
Question By/Topic: Item No. 17.a	Mr. Vickless questioned what is the hold up with the Bankruptcy Court? Mr. Herb stated the amount of money for the purchase price, which was revised, the money keeps going up. Mr. Herb said the building doesn't have much value, if renovated it would go for \$400,000. Please consider my request to make few concessions so we can close at the end of October. Mr. Herb said the marketing for businesses will be through Howard Hanna.
Question By/Topic: Item No. 17.a	Mr. Herb requested Solicitor Ayoob if the Borough rules in favor of this, could you contact Solicitor T. Vogel at the School District and state what the Borough agreed to or accept? Solicitor Ayoob said whatever my client authorizes me to do I will do.

19. Adjournment.

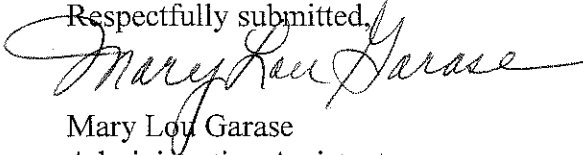
Motion By:	Mr. Zimmerman
Second By:	Mr. Vickless
Question By/Topic:	Adjourn the meeting at 9:15 P.M.

Member	Aye	Nay	Member	Aye	Nay
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Mr. Carnevale	X		Mrs. Schade	X	
Mr. Vickless	X		Mr. Johnson	X	
Mr. Schubert	X		Mr. Zimmerman	X	
Mr. Wenzel	X		Mayor Lockhart		

President Wenzel said, "Motion carried."

Respectfully submitted,



Mary Lou Garase
Administrative Assistant

As part of Brentwood's continuing efforts to promote environmentally friendly initiatives, copies of Resolutions and Ordinances will be provided on the Borough Web Site. www.brentwoodboro.com – As always, a description of the Agenda Items will be provided via the Council Fact Sheet.

BOROUGH OF BRENTWOOD COMMUNITY VISION STATEMENT

The Borough of Brentwood is a unified, family-oriented community with a strong commitment to civic pride and traditions. While preserving these standards, ideals and traditions, the community shall strive to provide a high quality of life for all, a superior educational system and residential areas with a more suburban character. The community shall support established businesses while encouraging future economic development and effective local government, all within a safe and clean environment.