



THE BOROUGH OF BRENTWOOD

MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199
Office 412-884-1500 FAX 412-884-1911
www.brentwoodboro.com

OCTOBER 15, 2013 – AGENDA MEETING MINUTES
7:30 P.M.

EXECUTIVE SESSION: 6:30 P.M.

- 1. Call to Order.** The meeting was called to order at 7:30 P.M. President Johnson indicated an Executive Session was conducted prior to the meeting to discuss personnel and contractual matters. No votes were taken.
- 2. Pledge of Allegiance.** The Pledge of Allegiance was recited by all present.
- 3. Roll Call.**

Member	Present	Absent	Member	Present	Absent
Mrs. Schade	X		Mr. Schubert	X	
Mr. Zimmerman	X		Mr. Frombach	X	
Mr. Carnevale:	X		Mr. Johnson	X	
Mr. Vickless	X		Mayor Lockhart	X	
Solicitor Daley	X		Manager Zboyovsky	X	

- 4. Comments on Agenda Items Only.** President Johnson reviewed the Guidelines for Public meetings. No comments were made.
- 5. Communications.**
 - a. No Communications
- 6. Department and Borough Managers Reports:** President Johnson stated that Council received a copy of each report and that they are also available on the website. Any comments or questions related to the reports will be taken during the Council meeting.
 - a. Public Works Department
 - b. Building Inspector
 - c. Engineer
 - d. Recreation
 - e. Police Chief
 - f. EMS
 - g. Brentwood Fire Department
 - h. Solicitor
 - i. Finance Report
 - j. Borough Manager
- 7. President's Report** – No report next week.

8. **Mayor's Report.** Mayor Lockhart reported Trick or Treat will be on Thursday, October 31, 2013 from 6:00 P.M. to 8:00 P.M.
9. **Administrative and Finance Committee** – Mr. Rich Schubert stated the following will be considered at the Council meeting:
 - a. Consider Minutes of the September 17, 2013 Agenda meeting.
 - b. Consider Minutes of the September 24, 2013 Regular meeting.
 - c. Consider Minutes of the October 08, 2013 Budget Workshop.
 - d. Accept the Treasurer's Report for period ending September 30, 2013.
 - e. Accept the Manager's Report for the period ending September 30, 2013.
 - f. Consider ratifying the bills from September 01, 2013 through September 30, 2013 from the General Fund in the amount of **\$283,976.55**.
 - g. Consider ratifying the bills from September 01, 2013 through September 30, 2013 from the Sanitary Sewer Fund in the amount of **\$88,044.36**.
 - h. Consider ratifying the bills from September 01, 2013 through September 30, 2013 from the Brentwood Park Initiative Fund in the amount of **\$935,741.63**.

Question By/Topic:	Mr. Carnevale: How complete is this project? Is this for Phase I and Phase II? Mr. Zboyovsky: This is approximately 80% completed. A discussion ensued regarding the grant money.
--------------------	--

Mr. Schubert continued:

- i. Consider ratifying the bills from September 01, 2013 through September 30, 2013 from the Capital Improvement Fund in the amount of **\$204,111.02**.
- j. Consider ratifying the bills from September 01, 2013 through September 30, 2013 from the Liquid Fuels Fund in the amount of **\$0.00**.
- k. Consider ratifying the bills from September 01, 2013 through September 30, 2013 from the Non-Uniform Pension Fund in the amount of **\$1,873.52**.
- l. Consider ratifying the bills from September 01, 2013 through September 30, 2013 from the Police Pension Fund in the amount of **\$21,323.48**.
- m. Consider Resolution No. 2013-34, 2014 Police Pension Plan Contributions

Question By/Topic:	<p>Mr. Carnevale: Why is the minimum municipal obligation lower this year than last year?</p> <p>Mr. Zboyovsky: The change is primarily due to increased Police contributions.</p>
--------------------	--

Mr. Schubert continued:

n. Consider Resolution No. 2013-35, 2014 Fee Resolution

Question By/Topic:	<p>Animal control:</p> <p>Mr. Schubert: Why we are considering charging for animal removal?</p> <p>Mr. Zboyovsky: Currently, DPW handles animal control for free as a public service. The police handle dog issues. We are looking at a firm, Ferris Kennels, that will handle dogs on an as needed basis.</p> <p>Mr. Vickless: I'm opposed to charging residents to remove animals like groundhogs. Perhaps just charge for dogs and felines.</p> <p>Consensus was to keep the fees for felines and canines only and remove all of the other fees.</p> <p>Mr. Zimmerman: Can we go through the County to have residents obtain a cat license?</p> <p>Solicitor Daley: I do not believe the County has a cat license requirement. He will have to look to see if there is a legal issue.</p>
--------------------	--

Mr. Schubert continued:

Question By/Topic:	<p>Dek Hockey:</p> <p>Mr. Schubert: Nonprofits will have to pay for Dek Hockey. I disagree with charging nonprofits groups.</p> <p>Mr. Carnevale: What happens if a nonprofit uses it for free but turns around and charges a participation fee to its members. That is not right.</p> <p>Mr. Schubert: What about those organizations that charge a fee to support their charity?</p> <p>Mr. Carnevale: I still do not believe that is right. The BPI is a prime example. What if they form a league and then charges individuals but</p>
--------------------	--

	<p>do not have to pay to use it.</p> <p>Mr. Schubert: The BPI, if they would form a league, would they be willing to pay? I do not think those collecting for a charity should be charged.</p> <p>Mr. Vickless: A league is different from a "Drop the Puck" one-day event. There is a difference between a fundraiser and a league.</p> <p>Solicitor Daley: There could be some language included to define a Borough nonprofit as collecting fees only for a dedicated charitable purpose.</p> <p>Mr. Vickless: What would the hourly rate be for the Dek Hockey lights?</p> <p>Mr. Zboyovsky: The cost for the lighting is approximately \$2.00/hour.</p> <p>Mr. Carnevale: What do we charge for the Stadium field lights?</p> <p>Mr. Zboyovsky: We also have new lights that will be built at the baseball field.</p> <p>Mr. Schubert: I do not think we should charge a fee to use the lights to the nonprofits.</p> <p>Mr. Frombach: We need to get more information on the costs, define the verbiage for leagues and nonprofits, and then clarify the cost of lighting.</p> <p>Mr. Vickless: We may want to charge the leagues different rates, not necessarily an hourly rate, but a nightly rate or a flat rate fee. Do we want a different rate for leagues?</p>
--	--

Question By/Topic:	<p>Swimming Pool.</p> <p>Mr. Carnevale: Use of the swimming pool use was down this year. Do we want to lower the rates? The pool is empty. Kids under 12 are free.</p> <p>Mr. Schubert: I agree with Councilman Carnevale. Someone at the BPI mentioned that Sandcastle is a better deal than Brentwood Pool. If there are some amenities, then these rates may be justified. However, without them, there may not be much draw.</p> <p>Ms. Simmons: Some parents approached me this summer and indicated that if that they believe the pool would receive more use if it was opened earlier.</p>
--------------------	---

	<p>President Johnson: In the past, the adult swimmers came to a meeting to protest any changes. It is apparent that they are the ones that use the pool and benefit the most from it. We should come up with a marketing device to bring the families back, but we should not alter adult swim.</p> <p>Mr. Carnevale: A lot of these pools are bigger than the one in Brentwood. Their pools are empty as well. I believe that the only way to get more people at the pool is to lower the price.</p>
--	---

Mr. Schubert continued:

- o. FYI – Next Month’s Budget Workshop No. 2 Public Meeting is scheduled for Tuesday, November 12, 2013 at 6:00 PM.
- p. 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 monthly report for the period ending September 30, 2013.
- b. Accept the Engineer’s monthly report for the period ending September 30, 2013.
- c. Consider Resolution No. 2013-36, SHACOG Refuse Agreement.
- d. Consider sharing cost to pave Brentwood section of Churchview Avenue.

Question By/Topic:	<p>Mr. Zboyovsky: This has been put on hold until 2014 by the City of Pittsburgh.</p> <p>Mayor Lockhart: What about the condition of Owendale Avenue? Part of it is in Brentwood, part of it in Pittsburgh. Please consider fixing this road next year.</p>
--------------------	---

Mr. Vickless continued:

- e. Consider to concur with the recommendation from the SHACOG Board of Directors to award the SHACOG Joint O&M Preventive Maintenance – Year 3 Project to the lowest responsible bidder, Sewer Specialty Services, Co., in the amount of \$119,775.00 with Brentwood’s share being \$29,775.00.
- f. Consider approving the purchase of an awning associated with the new DPW Building from Advance Sign at a cost of \$7,285.00.

Question By/Topic:	Mr. Schubert: We had voted against this. Why this is even needed? It serves no purpose except as a decorative item. Mayor Lockhart: It will save the concrete from needing to be salted. Mr. Schubert: I do not see this as an essential item. President Johnson: Leave it on the Agenda, and we'll put it to a vote next week.
--------------------	--

Mr. Schubert continued:

- g. FYI – “REDD UP” Day/ Pitt Makes a Difference Day is Saturday, October 26, 2013 beginning at 10:00 AM.
- h. FYI – Reminder that Leaf Collection begins October 28, 2013 and continues through November 22, 2013.
- i. Other Items

11. Zoning and Ordinance Committee – Mrs. Anne Schade stated the following will be considered at the Council meeting:

- a. Accept the Building Inspector’s monthly report for the period ending September 30, 2013.
- b. FYI – There is no Zoning Hearing Board meeting scheduled for October 2013.
- c. FYI – There is no Planning Commission meeting scheduled for October, 2013.
- d. Consider Intergovernmental Agreement with Whitehall Borough for the Zoning Overlay District Project.
- e. Other Items

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

- a. Consider Recreation Director’s monthly report for the period ending September 30, 2013.
- b. Consider Proposal from Brentwood Travelling Baseball Association.

Question By/Topic:	Mr. Frombach: I do not think we are ready to move forward with a decision at this time. There was not enough information in the proposal. It contains no names, addresses, phone numbers, or nonprofit certification. We are in no position to recognize an organization as a nonprofit unless it is certified.
--------------------	---

	<p>Mr. Vickless: I thought we were going to hold off on issuing field permits until the beginning of the year.</p> <p>Mr. Schubert: I thought our Solicitor was going to review our field rental policy.</p> <p>Mr. Carnevale: We need to sit down and discuss these issues with other organizations that might want to reserve the fields.</p> <p>Mr. Vickless: Council needs to determine what the Borough plans on doing with field rentals before the Borough starts to issue new field permits. I do not think we are ready to issue permits at this time.</p> <p>President Johnson: Do we have enough kids in Brentwood to start another league?</p> <p>Mr. Vickless: We need a new policy in place to determine how we are going to permit the new fields. We cannot consider any proposal at this time.</p> <p>Mr. Frombach: It would be premature to act at this time. We need to come up with new policies and procedures for field utilization.</p> <p>Mr. Vickless: The current way that the Borough issues permits does not make sense.</p> <p>Mr. Schubert: Is this organization competing with another organization?</p> <p>Mr. Vickless: That is not the Borough's concern.</p> <p>Mr. Schubert: Do we want a competing organization?</p> <p>Mr. Carnevale: Why not? There may be others that want to play.</p> <p>Mr. Vickless: Council needs to determine what the Borough plans on doing with field rentals before the Borough starts to issue new field permits.</p>
--	--

Mr. Frombach continued:

c. Consider Proposed Dek Hockey rental rates and league.

Question By/Topic:	<p>Mr. Frombach: I am not an expert in Dek Hockey. This language in the policy needs to be cleaned up.</p> <p>Mr. Vickless: Is this something that the Borough should approve next</p>
--------------------	--

	week? Ms. Simmons: This document is only a starting point.
--	---

Mr. Frombach continued:

- d. Consider Proposal from J. T. Sauer & Associates to prepare construction documents associated with Brentwood Stadium bleacher and press box construction.

Question By/Topic:	Mr. Frombach: We have yet to receive the proposal. We should receive it tomorrow. Mr. Sauer will be present next week to discuss and present.
--------------------	---

Mr. Frombach continued:

- e. Consider Change Order No. 1 from Musco Lighting for unexpected expenses associated with drilling.

Question By/Topic:	Mr. Zboyovsky: We have requested more justification for the numbers that the contractor presented. It took 12 hours to drill through rock for one pole and nine hours for the other. It does appear that this change order was for the additional time needed due to encountering rock. (\$12,250.00) Mr. Carnevale: They should have known that they would hit solid rock!
--------------------	--

f. Other Items

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

- a. Accept the Police Chief's monthly report for the period ending September 30, 2013.
- b. Consider renewing the vehicle wash contract with Mr. Magic Car Wash for the period of January 01, 2014 to December 31, 2014 at the annual rate of \$1,750.00. (Same as last 3 years.)

Question By/Topic:	Mr. Frombach: I hope they take care of their issue with discharging soapy water into the sewer.
--------------------	---

Mr. Zimmerman continued:

- c. Consider renewal of the agreement with Response Computer Service, Inc for service of laptop computers in the Police Department for the period of 10/15/13 through 10/14/2014 at an annual rate of \$1,920.00.
- d. Other Items.

Question By/Topic:	<p>Animal Control:</p> <p>Mr. Vickless: Since we have been helped by other organizations in the community with the handling the dogs, do we want to do something to thank the people that have assisted us since we dropped animal control?</p> <p>Mr. Zboyovsky: I will contact the Chief to get a list of those organizations that have helped.</p>
--------------------	---

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

- a. Consider Agreement with Expedient for rental of space at the Brentwood Library for server equipment.
- b. Other Items.

15. Special Committees –

- SHACOG – Mr. Carnevale
- BPI – Mr. Frombach
- 4th of July Committee – Mr. Frombach

16. Old Business –

- a. Basketball courts

Question By/Topic:	<p>Mr. Carnevale: Do we really want to put in those four extra hoops at the basketball court? It seems like a tight fit. The area around the basketball court is already cramped. I would like everyone to take a look at that, and come back to discuss it.</p>
--------------------	--

- b. FYI—Building Steering Committee Kick-Off Meeting. President Johnson: A meeting has been scheduled for Monday, November 4th, at 4:30pm

17. New Business – No business

18. Public comment – Please try to limit remarks to 3 minutes.

- a. Jacob Williamson, 224 Dailey Road, represented the Brentwood Traveling Baseball Association. (BTBA). He stated that the group is looking to form a better league and that he believes that the current permitting system is broken. He asked Council to issue the permits prior to January so that the league would know if it needed to look into using space in another community.
- b. David Smith, general manager of Republic Services, inquired if there were additional questions on the refuse bid.

19. Adjournment.

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

President Johnson said “Motion carried.” ALL AYES.

Respectfully submitted,

Mary Lou Garase
Administrative Assistant