



# THE BOROUGH OF BRENTWOOD

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

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## BOROUGH OF BRENTWOOD AUGUST 25, 2014 – REGULAR MEETING MINUTES 7:32 P.M.

As part of Brentwood’s continuing efforts to promote a Transparent Government as well as environmentally friendly initiatives, copies of the Reports, Bills, Resolutions and Ordinances will be provided on the Borough Web Site. [www.brentwoodboro.com](http://www.brentwoodboro.com) – As always, a description of the Agenda Items will be provided via the Council Fact Sheet. Note: Minutes will be provided on the web site once they are officially approved.

### EXECUTIVE SESSION: 6:30 P.M.

1. **Call to Order.** The Regular Council meeting was called to order at 7:32 P.M. President Vickless stated the Executive Session was conducted prior to the meeting to discuss personnel and contract issues. 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
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach		X	Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy	X	
Solicitor Levine	X		Manager Zboyovsky	X	

### Special Presentations - NONE

4. **Public comments on Agenda items only. Please limit remarks to 3 minutes.** None.
5. **Communications.** None.
6. **Department and Borough Managers Reports: - (The Following Reports are provided on the Borough’s Web Site.)**
  - a. Public Works Department

Question By/Topic:	<p>Mr. Carnevale: Is the truck body steel or aluminum? Also, a warped board in the picnic table in the park needs replaced.</p> <p>R. Mackewich: I will have the warped board replaced. The trucks are stainless steel.</p> <p>Mr. Schubert: Is the paving program done this year? I was thinking</p>
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	<p>about Dailey.</p> <p>R. Mackewich: Yes. Dailey Road will be done next year.</p> <p>President Vickless: Thank you for the quick action removing the rock and the wire in the park. During practice, a large rock and wire was sticking out of the ground and the DPW took care of it.</p>
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- b. Building/Code Department
- c. Engineering
- d. Parks and Recreation Department
- e. Police Department
- f. EMS
- g. Brentwood Volunteer Fire Company
- h. Solicitor
- i. Finance Department
- j. Borough Manager

Question By/Topic:	<p>Mr. Carnevale: Manager Zboyovsky mentioned House Bill 1708. That is the pension bill the state is trying to pass. It would be bad for Brentwood.</p> <p>Mayor Troy: It will be dropped in the fall; it doesn't have any support.</p> <p>President Vickless: I recommend you contact our elected legislative officials and let them know we are opposed to it so they know our position on it.</p>
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**7. President's Report** – Mr. Marty Vickless said no report.

**8. Mayor's Report** – A Mayoral Proclamation will be presented to Mayor Donald J. Baumgarten, of Castle Shannon as named 2014 Mayor of the Year by the Pennsylvania State Mayors' Association.

Mr. Ryan Berners, Gateway Engineers, presented information and explained to the Council the GIS program regarding the development of data, compilation analysis and form including information needed for each property. A study of the Borough started on Brentwood Avenue and Pyramid Avenue, reviewing each property and determining if they have a driveway, garage, or on/off street parking available. Gateway collecting data with reference to the length of the road, parking space size, and aerial views all to be included in the parking study with the map that was distributed to Council.

Mayor Troy: I suggest our next step is to convene our internal group and involve Gateway Engineers to get a draft plan and present to Council at the September or October meeting.

- a. Iris, caretaker for Ms Maxine Windsor, 2727 Pyramid Ave., came before Council stating parking is very tight and needed in the Pyramid/Brentwood Avenue area; requested an ADA parking spot be installed in front of her residence. Ms Windsor is totally dependent on medical care, is not permitted to drive and does not have a driver's license. Many residents have 2-3 vehicles and there is nowhere to park.

Ms Fox: We must comply with the state ADA rules and regulations. I can come down with the Mayor Troy and take a look. Discussion ensued regarding residents having several vehicles and not enough on-street parking; possibly have a parking lot in an area where residents could park along Brentwood Avenue, near the soccer field.

- b. Ida McIntyre, 271 Pyramid Ave., came before Council regarding her property and the steep driveway; it is not adequate to park it there.

Mayor Troy: I want to see first-hand and identify the spaces and know the conditions for each parcel.

Ms McIntyre: Individuals use the streets as a "Park & Ride" lot and leave their vehicles on the street all day and work downtown; also disabled vehicles and abandoned vehicles are on the roads using parking spaces and are not moved. I park on Sankey Avenue in the city parking lot; please possibly consider one space per household and having the others park down the road. It would alleviate the congestion for emergency vehicles if they would need access.

Mayor Troy: We make informed decisions. Not everybody will be happy with it. We will have a discussion on it.

Mr. Carnevale: There are a lot of areas that will need assessed. Some areas may be very easy. As our society grows, so does the problem with additional vehicles.

Mr. Trent: I noticed on Waidler Street there are cars parked on the side of the houses. Could more vehicles park on the street in that area? Do we have an ordinance today against people using the parking spaces as a park and ride? If we have to have signs, install them and have the police enforce it. We have signs on Dalewood, Bauman Avenue, etc. We need the police to enforce that immediately until we figure out a long term plan.

President Vickless: Possibly provide more information for houses with shared driveways, how many single houses have multiple driveways, and how many multi driveways for the multi-family dwellings.

Mayor Troy: I have that in my notes. Yes, we will take this into consideration when permitting the owners.

## **9. Administrative and Finance Committee – Mr. Dean Trent**

- a. Consider Minutes of the: July 21, 2014 Agenda Council meeting.

***Mr. President, I move to approve the Minutes of the July 21, 2014 Agenda Council meeting as submitted.***

Motion By: M-1		Mr. Trent			
Second By:		Mr. Schubert			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach		Absent	Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT.

- b. Consider Minutes of the: July 28, 2014 Regular Council meeting.

***Mr. President, I move to approve the Minutes of the July 28, 2014 Regular Council meeting as submitted.***

Motion By: M-2		Mr. Trent			
Second By:		Mr. Schubert			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach		Absent	Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

- c. Accept the Treasurer's Report for Period Ending July 31, 2014.

***Mr. President, I move to accept the Treasurer's Report for the Period Ending July 31, 2014.***

Motion By: M-3		Mr. Trent			
Second By:		Mr. Carnevale			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach		Absent	Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

- d. Consider Manager's Report for the Period Ending July 31, 2014.

***Mr. President, I move to accept the Manager's Report for the Period Ending July 31, 2014.***

Motion By: M-4		Mr. Trent			
Second By:		Ms Fox			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach		Absent	Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

- e. Consider ratifying of the bills from July 01, 2014 through July 31, 2014 from the following Borough Fund Accounts:
1. General Fund in the amount of **\$1,139,068.66.**
  2. Sanitary Sewer Fund in the amount of **\$31,036.96.**
  3. Brentwood Park Fund in the amount of **\$591,343.65.**
  4. Capital Improvement Fund in the amount of **\$813,238.61.**
  5. Liquid Fuels Fund in the amount of **\$0.00.**
  6. Non-Uniform Pension Fund in the amount of **\$3,259.36.**
  7. Police Pension Fund in the amount of **\$29,841.74.**

***Mr. President, I move to ratify the bills from July 01, 2014 through July 31, 2014 from the following Borough Fund Accounts:***

- 8. General Fund in the amount of \$1,139,068.66.***
- 9. Sanitary Sewer Fund in the amount of \$31,036.96.***
- 10. Brentwood Park Fund in the amount of \$591,343.65.***
- 11. Capital Improvement Fund in the amount of \$813,238.61.***
- 12. Liquid Fuels Fund in the amount of \$0.00.***
- 13. Non-Uniform Pension Fund in the amount of \$3,259.36.***
- 14. Police Pension Fund in the amount of \$29,841.74.***

Motion By: M-5		Mr. Trent			
Second By:		Mr. Schubert			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT.

- f. Consider 2015 Budget Schedule

***Mr. President, I move to approve the meeting scheduled dates for the 2015 Budget.***

Motion By: M-6		Mr. Trent			
Second By:		Ms Fox			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES.

- g. Consider entering into a Four (4) Year Lease Purchase Agreement with PNC Equipment Finance, with a rate of 2.32% associated with the funding for two (2) new DPW Trucks in the amount of 150,270.00.

***Mr. President, I move to enter into a Four (4) Year Lease Purchase Agreement with PNC Equipment Finance, with a rate of 2.32% associated with the funding for two (2) new DPW Trucks in the amount of 150,270.00.***

Motion By: M-7		Mr. Trent			
Second By:		Ms Fox			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT.

h. Other Items

**10. Public Works Committee – Mr. Rich Schubert**

- a. Accept the Public Works Supervisor’s report for period ending July 31, 2014.

***Mr. President, I move to accept the Public Works Supervisor’s report for the period ending July 31, 2014.***

Motion By: M-8		Mr. Schubert			
Second By:		Mr. Carnevale			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, “Motion carried.” 6 AYES. 1 ABSENT.

- b. Accept the Engineer’s report for the period for ending July 31, 2014.

***Mr. President, I move to accept the Engineer’s report for the period ending July 31, 2014.***

Motion By: M-9		Mr. Schubert			
Second By:		Mr. Carnevale			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, “Motion carried.” 6 AYES. 1 ABSENT.

- c. Consider Resolution No. 2014-57, “Agreement with Cargill, Inc.”

***Mr. President, I move to adopt Resolution No. 2014-57, “Agreement with Cargill, Inc. for the supply and delivery of rock salt to the Borough of Brentwood for the initial period from August 25, 2014 through June 30, 2015.”***

Motion By: M-10	Mr. Schubert
Second By:	Dr. Pasquantonio
Question By/Topic:	Mr. Carnevale: I attended the SHACOG meeting regarding the cost of salt at \$72.00 per ton; it then jumps up 10% and 20% per ton.

President Vickless called for a vote.

Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

- d. Consider the purchasing and installation of one (1) Mini Split System, 36,000 BTUs from Denillo Heating & Cooling, Inc. for \$5,260.00 to be paid from 01-409-373 Building R&M Services

***Mr. President, I move to authorize the purchase and installation of one (1) Mini Split System, 36,000 BTUs from Denillo Heating & Cooling, Inc. for \$5,260.00 to be paid from 01-409-373 Building R&M Services.***

Motion By: M-11	Mr. Schubert				
Second By:	Mr. Carnevale				
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

- e. Consider renewal of the Borough Building Emergency Generator Maintenance Agreement with Penn Power Systems for the period 09/01/14 to 08/31/2015 for the annual cost of \$705.00.

***Mr. President, I move to authorize the renewal of the Borough Building Emergency Generator Maintenance Agreement with Penn Power Systems for the period 09/01/14 to 08/31/2015 for the annual cost of \$705.00.***



Motion By: M-12		Mr. Schubert			
Second By:		Mr. Carnevale			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

- f. Consider entering into an Agreement with SHACOG to manage and administer the CD 40 7.2 – Brownsville Road ADA Upgrades project and to utilize the CDBG funds allocated for this project for the construction and related expenses of this project.

***Mr. President, I move to enter into an Agreement with SHACOG to manage and administer the CD 40 7.2 – Brownsville Road ADA Upgrades project and to utilize the CDBG funds allocated for this project for the construction and related expenses of this project.***

Motion By: M-13		Mr. Schubert			
Second By:		Dr. Pasquantonio			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

- h. Other Items

**11. Zoning and Ordinance Committee – Ms. Stephanie Fox**

- a. Consider the Building Inspector’s monthly report for the period ending July 31, 2014.

***Mr. President, I move to accept the Building Inspector’s monthly report for the period ending July 31, 2014.***

Motion By: M-14		Ms Fox			
Second By:		Dr. Pasquantonio			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

- b. Consider Resolution No. 2014 - 54, Roger Newman to UCC Board.

***Mr. President, I move to adopt Resolution No. 2014-54, appointing Mr. Roger Newman to the Uniform Construction Code Board for a three (3) year term to expire on December 31, 2017.***

Motion By: M-15		Ms Fox			
Second By:		Mr. Schubert			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

- c. Consider Resolution No. 2014-55; Paul Beran as Alternate to Zoning Hearing Board.

***Mr. President, I move to adopt Resolution No. 2014-55, appointing Mr. Paul Beran as Alternate to the Zoning Hearing Board for a three (3) year term to expire on December 31, 2017.***

Motion By: M-16		Ms Fox			
Second By:		Dr. Pasquantonio			

Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

d. Consider Resolution No. 2014-56, "New Door Hanger Notice Policy"

***Mr. President, I move to adopt Resolution No. 2014-56, titled "Code Enforcement Door Hanger Program", which authorizes the Borough of Brentwood's Department of Code Enforcement to adopt a Door Hanger Program for the purpose of notifying first time violators of certain property maintenance codes.***

Motion By: M-17	Ms Fox
Second By:	Mr. Trent
Question By/Topic:	<p>Mr. Carnevale: This is for a first time violation notice. He would have to review all the records to see if it was the first time or. There are violation repeaters.</p> <p>President Vickless: From now going forward the first time notice with the door hanger would be given. There will be records kept on all notices sent to the owner and the address.</p> <p>Discussion ensued regarding this new program; first time offenders would receive the door hanger, all others that have received violation letters in the past and would not be given the first time notice but they would instead be given the regular violation letter. We must follow the guidelines.</p> <p>President Vickless: This is only for certain violations; not all violations.</p> <p>Dr. Pasquantonio: This is a new program; everybody has to abide by the same rules; first offenders get a door hanger warning. There are levels in the code, starting with a warning.</p> <p>Ms Fox: No. If they already received a violation letter, they are not to receive a door hanger warning if it is at the citation level.</p>

President Vickless called for a vote.

Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

- e. Consider authorizing the Borough Manager to research the Allegheny County Vacant Property Recovery Program and to meet with the Redevelopment Authority of Allegheny County regarding enrollment in the same.

***Mr. President, I move to authorize the Borough Manager to research the Allegheny County Vacant Property Recovery Program and to meet with the Redevelopment Authority of Allegheny County regarding enrollment in the same.***

Motion By: M-18	Ms Fox				
Second By:	Mr. Trent				
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

- f. Other Items

**12. Park and Recreation Committee** – In the absence of Mr. John Frombach, Mr. Dean Trent gave the report.

- a. Consider the Recreation Director's monthly report for the period ending July 31, 2014.

***Mr. President, I move to accept the Recreation's Director's monthly report for the period ending July 31, 2014.***

Motion By: M-19	Mr. Trent				
Second By:	Mr. Schubert				
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT.

- b. Consider authorizing Working Authorization submitted by Gateway Engineers associated with additional Construction Administration & Part-Time Inspection services associated with the renovation and reconstruction phase of the Brentwood Stadium Grandstand & Renovation Project for a not-to-exceed amount of \$9,500.00 to be paid from Brentwood Park Fund Line Item 15-454-612.

***Mr. President, I move to authorize the Working Authorization submitted by Gateway Engineers associated with additional Construction Administration & Part-Time Inspection services associated with the renovation and reconstruction phase of the Brentwood Stadium Grandstand & Renovation Project for a not-to-exceed amount of \$9,500.00 to be paid from Brentwood Park Fund Line Item 15-454-612.***

Motion By: M-20	Mr. Trent
Second By:	Mr. Carnevale
Question By/Topic:	<p>Ms Fox: I have a problem with this. I requested the breakdown of the additional money they want. I have never seen additional funds asked for prevailing wages or a certificate of insurance. I am not in agreement with this at all. I am in agreement with two items. I don't understand this. There were 14 additional requests by the Borough.</p> <p>Ryan Berner, representative from Gateway Engineers, Project Manager: We did this last week, did everyone receive the memo? Does anyone have any questions on it?</p> <p>Ms Fox: You are charging us additional for gathering the prevailing wages and certificate of workers' compensation insurance. What is that?</p> <p>Mr. Berner: On a project of two million dollars, the inspection fees usually run 4%-6%; ours is at 2%. The difficulties with Stash and the contractors and additional work are why we are passing on the \$40,000 cost estimate.</p>

Ms Fox: The \$40,000 was a low cost estimate, with requests for additional scope of work, workers' compensation or certified payroll. All are very important requests from the Borough standpoint. That is part of the \$9,500.00. This is a governmental job and it is not outside the scope of work.

Manager Zboyovsky: At the engineer meeting last week, Gateway submitted a work authorization and it was approved at a not to exceed a certain amount. Hopefully everything from this point on is submitted even with the "bump out." Everything was itemized; hopefully they won't need all the \$9,500.00.

Ms Fox: I don't have a problem with the change order; I have a problem with paying for something that is within the scope of work when you take a government job. That is with the scope of work.

Dr. Pasquantonio: How many hours would you say were billed? Ms Fox feels it is in the scope of the project? It is almost like a double dipping; this should be part of the service of the job.

Mr. Berner: In hindsight, I should not have put all 22 items on this. The majority is from the additional scope. The two items seeming to be contested are certified payroll and workers' compensation; it is probably an estimated amount of \$200.

Ms Fox: It is double dipping. It is part of the scope of work.

Mr. Berner: For a two million dollar project, we are at 2%.

Ms Fox: This is a red flag to me.

Mr. Schubert: I agree with Ms Fox. The project is 2.7 million dollars; he is still under 2% for this request.

Dr. Pasquantonio: I think it is important to scrutinize things and make sure we are all on the same page. If that is part of the regular work, then list it as a regular. The point is keeping things where they belong and doing business in that manner.

President Vickless called for a vote.

Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox		X
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio		X	Mayor Troy		

President Vickless said, "Motion carried." 4 AYES. 2 NAYS. 1 ABSENT.

- c. Consider authorizing the purchase of 12 Light Pole Banner Flags in the not-to-exceed amount of \$1,000 to be paid from Brentwood Park Fund Line Item 01-459-700 – Stadium Minor Purchases.

***Mr. President, I move to authorize the purchase of 12 Light Pole Banner Flags with the "B" and "Logo" in the not-to-exceed amount of \$1,000 to be paid from Brentwood Park Fund Line Item 01-459-700 – Stadium Minor Purchases.***

Motion By: M-21	Mr. Trent				
Second By:	Mr. Schubert				
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT.

- d. Consider change order by Vento Landscaping & Construction to remove a portion of the concrete sidewalk at the location of the entrance walk with the new asphalt ADA pathway and install a level pad. This will replace the installation of 4 Basketball Hoops in the Upper Park Court area. There is neither a cost nor a deduction associated with the change.

***Mr. President, I move to approve the change order by Vento Landscaping & Construction to remove a portion of the concrete sidewalk at the location of the entrance walk with the new asphalt ADA pathway and install a level pad. This will replace the installation of 4 Basketball Hoops in the Upper Park Court area. There is neither a cost nor a deduction associated with the change.***

Motion By: M-22	Mr. Trent				
Second By:	Mr. Schubert				

Question By/Topic:	<p>Mr. Carnevale: I don't know what the hoops would cost; this is a minor job, only done in one spot.</p> <p>Manager Zboyovsky: This is the removal of two slabs in order to get the ADA installation and a step or a slope.</p>
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President Vickless called for a vote.

Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale		X	Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 5 AYES. 1 NAY. 1 ABSENT.

- e. Consider request from Brentwood Soccer Association to install and utilize a mobile concession stand (tent) for home BSA games.

***Mr. President, I move to deny the request from Brentwood Soccer Association to install and utilize a mobile concession stand (tent) for home BSA games.***

Motion By: M-23	Mr. Trent
Second By:	Mr. Schubert
Question By/Topic:	<p>Mr. Carnevale: Do you know if the DUKES, BAA and BSA come to an agreement?</p> <p>Mr. Trent: I spoke with the President of the DUKES and they have spoken with the BSA; they can utilize the building. The DUKES maintain an E&amp;O policy and they also have an Allegheny Health Department permit. Other groups that want to go in cannot operate under the DUKES insurance; they have to have their own liability. They just utilize the building; we should require liability insurance from other organizations if they utilize the facility.</p> <p>Dr. Pasquantonio: Everyone should have their own liability insurance policy; that should be a requirement to protect us.</p> <p>Mr. Carnevale: If the building belongs to us, we should have insurance for it.</p> <p>Mr. Trent: We should require insurance from all organizations.</p>



Stephanie Richards: 422 Lawnwood Ave: The concession contract is good until 2018; you need to redo the contract. Make it that everybody can use the concession stand; it should be even across the board.

Dr. Pasquantonio: I have nothing against them. If the facility is destroyed or something occurs and hurts the Borough, we will not pay on separate organizations. It is the practical thing to do; we have insurance on the building. You need insurance from the organizations. We agreed not to use their equipment.

Mr. Carnevale: I want to make sure we follow the policy; things can happen. We can sit down and discuss this.

Dr. Pasquantonio: It is our call if we allow it for a practical use. Why deny sports affiliation in the community? Require the organizations to have their own liability insurance and then they are covered if they run into a situation.

Mr. Trent: We have to require it from all groups, including the DUKES for their own protection.

Stephanie Richards: We agreed not to use their equipment, with that our area will become a safety hazard.

Mr. Trent: My purpose for denying this is that I believe every child in Brentwood who belongs to an organization should be able to sell food out of the concession stand and not off some folding table. I think it looks bad. We have a facility paid for by taxpayers' money and it should be utilized by everybody as long as the organizations can get along.

Dr. Pasquantonio: It is our goal to let everyone in Brentwood have use of the facilities if each organization has their own liability insurance.

Mr. Trent: During the football season a representative of the DUKES or Borough will be the only two that would have a key to give you access on the date of your games. We need to let the DUKES know the dates of the events to make it ready for the next group. The band also wants to use it. We need to have a discussion with the DUKES to reach a mutual agreement. We will have additional discussion and state our intentions. We need to come up with one policy.

Mr. Carnevale: The Brentwood Band wants the concession stand for the band festival in August.

President Vickless called for a vote.

Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT.

- f. Consider authorizing Borough Recreation Director and staff to use necessary Borough resources to organize a Brentwood Community Day for July 4, 2015.

***Mr. President, I move to authorize the Borough Recreation Director and staff to use necessary Borough resources to organize a Brentwood Community Day for July 4, 2015.***

Motion By: M-24	Mr. Trent				
Second By:	Ms Fox				
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT.

Mr. Trent: I request to Table the next Item No. 12.g for further discussion.

President Vickless: It is so noted to Table Item No. 12.g.

- g. Consider naming the new Stadium Access Pathway from the Brentwood High School to the Stadium, "Coaches' Way".
- h. Mr. Trent: An FYI item, the Parks & Recreation Committee Meeting will be held on Monday, September 8, 2014 at 5:30 PM.
- i. Other Items

<p>Question By/Topic:</p>	<p>Mr. Schubert: Under Park &amp; Recreation, the Borough received a letter from Robin Lindbrunner McNally, commending Paula Simmons for the July 3<sup>rd</sup> activities.</p> <p>We already charge the DUKES \$400 per year for the concession stand. I don't think we should charge the DUKES. This motion should be amended.</p> <p>Solicitor Levine: If there is a contract we have to sit down with the DUKES, and they might be very happy to not have to pay money.</p> <p>Mr. Schubert: Does everyone feel that way?</p> <p>Dr. Pasquantonio: We have to come up with a policy, it has to be effective. They have their own insurance policy, now with the DUKES in terms of having the place and sharing.</p> <p>Mr. Schubert: We charge the DUKES and they don't charge anybody else.</p> <p>Solicitor Levine: Legally you are authorizing your committee to look into the policy fresh. Then you would go to the DUKES and discuss modifying the agreement.</p> <p>Mr. Schubert: I move to put this in the Park &amp; Recreation Committee for their meeting and discussion in September.</p> <p>Mr. Trent: Take this under advisement. The BAA has a concession stand; take that into consideration. We have to be consistent with all organizations.</p> <p>Mr. Carnevale: The Borough owns the facilities, The Borough owns everything; the BAA built it and painted it, they pay the water bill and the light bill.</p> <p>Manager Zboyovsky: They are separate agreements. When they were revised, they took the maintenance in lieu of the fee.</p> <p>Mr. Carnevale: It is on our property; it belongs to the Borough.</p> <p>President Vickless: Let us look at the policy for all Borough facilities rentals and concession stands in the park.</p> <p>Mr. Schubert: At the park the other day, I saw the Baldwin inline were there; I asked him if they had keys to the Civic Center facility to use the restrooms. We should have a port-a-john available near that area; they are paying for the facility.</p> <p>Mr. Mackewich: It is an in-house league, the coach has a key.</p> <p>President Vickless: This will be discussed at the Park &amp; Recreation</p>
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	<p>Committee meeting.</p> <p>Mr. Schubert: There is a bench in the tennis court area; why is it there?</p> <p>Mr. Mackewich: It is there on a temporary basis, waiting for a designated place in the park.</p>
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**13. Public Safety Committee – Mr. Pasqual Carnevale**

- a. Consider the Police Chief’s monthly report for the period ending July 31, 2014.

***Mr. President, I move to accept the Police Chief’s monthly report for the period ending July 31, 2014.***

Motion By: M-25	Mr. Carnevale				
Second By:	Ms Fox				
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, “Motion carried.” 6 AYES. 1 ABSENT.

- b. Consider Resolution No. 2014-58, Professional Service Agreement with Richard William Lippert for EMS Consulting Services.

***Mr. President, I move to adopt Resolution No. 2014-58, titled “EMS Consulting Services”, authorizing the Borough of Brentwood to enter into an agreement with GetYouThinking, LLC for EMS Consulting Services should they be needed.***

Motion By: M-26	Mr. Carnevale
Second By:	Mr. Schubert

Question By/Topic:	Mr. Carnevale: Is there a need for this? Did anyone else bid on this? The deadline is August 29, 2014.
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President Vickless called for a vote.

Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT.

c. Other Items

**14. Community Affairs Committee – Dr. Robert Pasquantonio**

- a. Consider the request to purchase a Tee Sign for the BPI Golf Outing September 12, 2014 Golf Outing for \$200.00 to be paid from the General Fund Account No. 01-463-340.

***Mr. President, I move to approve to purchase a Tee Sign for the BPI Golf Outing September 12, 2014 Golf Outing for \$200.00 to be paid from the General Fund Account No. 01-463-340.***

Motion By: M-27	Dr. Pasquantonio
Second By:	Mr. Trent
Question By/Topic:	Mr. Carnevale: Is everybody allowed to go to the golf outing?  Ms Fox: Do we have anybody to represent the BPI here?  Charlie Johnson, Willett Rd: Is everyone allowed to attend the BPI Golf Outing? If someone disassociates themselves with the BPI or they talk bad about the BPI we don't want them with us; simple as that. We don't want you at our fund raisers.

President Vickless called for a vote.

Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale		X	Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless		X
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 4 AYES. 2 NAYS. 1 ABSENT.

- b. Other Items

**15. Special Committees –**

- a. Strategic Planning Committee [M. Vickless, D. Trent, J. Frombach and Mayor]
  - i. **Manager Zboyovsky:** For your information, the Strategic Planning Committee will meet on Monday, September 8, 2014 at 4:30 PM to review the draft document.
  
- b. Park Security Committee [P. Carnevale, D. Trent, and J. Frombach]
  - i. **Mr. Carnevale:** The Kick-Off meeting occurred on Wednesday, August 20<sup>th</sup>; we are coordinating with Musco Lighting to get power to the light structures and once the power source is determined and established, the nine cameras can be installed in late September or in October. We need the power to the standards.

Question By/Topic:	<p>Mr. Schubert: I thought there were 10 cameras, not nine. When we approved this did we know the electric would be part of it?</p> <p>Mr. Carnevale: There will be nine cameras installed.</p> <p>Manager Zboyovsky: Musco will come out to install the power to the poles; we need an electrician and power to the press box.</p> <p>Mr. Mackewich: I contacted Musco regarding a problem with amperage conduit to the light pole. We need a price to hook up the cameras and the location in coordination with Musco. We need 30 amps.</p>
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- c. Naming Right's Committee [S. Fox, J. Frombach, and D. Trent]
  - i. Consider Resolution No. 2014-59, "Community Sponsorship & Advertisement Policy"

***Mr. President, I move to adopt Resolution No. 2014-59, titled "Community Sponsorship & Advertisement Policy."***

Motion By: M-28	Ms Fox
Second By:	Mr. Schubert
Question By/Topic:	<p>Mr. Schubert: With taking over the signage in the park, I think it is fine if we do it uniformly. The school use to have sandwich boards for advertising. I assume they will not allow them to do this now; it would be on the scoreboard through the Borough. We need to make them informed so they adhere to this policy.</p> <p>Mr. Carnevale: We have to do the same with the BAA. No signs on the fences, correct?</p> <p>Mr. Schubert: Split the money with the organizations that bring in the advertisers. Is this in the policy? Are we not going to do this?</p> <p>President Vickless: At this time, we are not doing that. It could be looked at in the future at any time.</p> <p>Manager Zboyovsky: This has been in the works for a couple of years. It will be changed; we need to figure out how the scoreboard will work, a lot of revisions will be made.</p> <p>Mr. Carnevale: The definition “all the park facilities” means everything within the park, taking consideration of the concession stand and everything else.</p> <p>President Vickless: Yes. Naming rights are for all the facilities. It can be changed by a vote of Council.</p>

President Vickless called for a vote.

Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, “Motion carried.” 6 AYES. 1 ABSENT

d. Funding & Development Committee [S. Fox, D. Trent, and M. Vickless]

- i. Consider authorizing the Borough Manager to advertise and send out Request for Proposals (RFP) No. 2014-04 – “Lease Agreement with

Brentwood Borough to provide a facility in which certain municipal services can be contained.”

**Mr. President, I move to authorize the Borough Manager to advertise and send out Request for Proposals (RFP) No. 2014-04 – “Lease Agreement with Brentwood Borough to provide a facility in which certain municipal services can be contained.”**

Motion By: M-29	Ms Fox
Second By:	Dr. Pasquantonio
Question By/Topic:	<p>Mr. Schubert: We received the information this morning. I am hesitant to vote on this; I think it is difficult to review before you get here. When the RFP’s come back can we change parts of it? Can we make changes?</p> <p>Solicitor Levine. Yes. This is a Lease Agreement. The layout is essentially what we are looking for. All we are doing is giving somebody the exclusive opportunity to negotiate after we select the entity. There could be some complicated discussion; there could be some give and take. Yes, you have the opportunity to make changes and look at what they have to offer. We will look at the RFP and rank them and then have a discussion.</p> <p>Mr. Schubert: Do we plan on having PFM look this over?</p> <p>President Vickless: Yes, any pertinent people.</p>

President Vickless called for a vote.

Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, “Motion carried.” 6 AYES. 1 ABSENT.

**15. Old Business –**

Question By/Topic:	Mr. Carnevale: In the Stadium, it doesn’t seem like we will have the storage space under the stands.
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	<p>Manager Zboyovsky: The contractor put up too many supports; we need to see if they could be removed. I will look into this and verify that.</p> <p>Mr. Carnevale: Will the Scoreboard be up when the soccer team plays? The first JV game is September 8, 2014 and Varsity is September 12 2014.</p> <p>Ms Simmons: It is all delivered. It depends when we get the power to the press box to turn it on.</p> <p>Ms Fox: What is the time frame for installation?</p> <p>Ms Simmons: I will contact them again tomorrow.</p> <p>President Vickless: With the schedule as is, it should be working by September 8, 2014.</p> <p>Mr. Trent: In the event the walkways are not finished will we have someone from the DPW come in and run it?</p> <p>Mr. Carnevale: Mr. Hoffmann will run the scoreboard.</p> <p>Mr. Schubert: There are a few items that would be through the process off? What is the time frame?</p> <p>Manager Zboyovsky: Everything is on schedule.</p> <p>Ms Fox: I asked it at a meeting two weeks ago.</p> <p>Mr Carnevale: What about the second clocks?</p> <p>Ms Simmons: It came with the scoreboard.</p>
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**17. New Business –**

- a. Consider rescheduling the Monday, September 15<sup>th</sup>, 2014 Council meeting to Tuesday, September 16<sup>th</sup>, 2014 at 7:30 PM due to a conflict with the EDS/Rt. 51/BBOA Annual Golf Outing Fundraiser.

***Mr. President, I move to reschedule the Monday, September 15<sup>th</sup>, 2014 Council meeting to Tuesday, September 16<sup>th</sup>, 2014 at 7:30 PM due to a conflict with the EDS/Rt. 51/BBOA Annual Golf Outing Fundraiser.***

Motion By: M-30	Mr. Trent
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Second By:	Mr. Schubert
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President Vickless called for a vote.

Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT.

- b. Consider Audio Sound System for Brentwood Stadium.

***Mr. President, I move to authorize the Borough to enter into an agreement with \_\_\_\_\_ to provide and install an audio system for the Brentwood Stadium for the lump sum amount of \$ \_\_\_\_\_ to be paid from the Brentwood Borough Park Fund 15-454-612.***

Question By/Topic:	<p>Manager Zboyovsky: We need to upgrade the sound system at the Stadium; we need a new permanent system and a new amplifier. I discussed with the South Hills Music and we need to make a decision tonight to authorize the purchase with a not to exceed amount.</p> <p>Mr. Carnevale: We need to make a decision: The amounts are from the quotes we received: Quote: No. 1 - \$11,250.00 and Quote No. 2 – \$10,983.00.</p>
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President Vickless called for a vote.

Motion By: M-31	Mr. Trent
Second By:	Mr. Schubert
Question By/Topic:	<p>Mr. Schubert: When South Hills Music comes in with a quote it was very inadequate for making this decision. The committee will make the decision.</p> <p>President Vickless: Also take into the consideration the test was fine; when officials and employees went to it we broke two speakers and they came up with an additional speaker from their job. On the initial testing it was fine. They worked here without more money. Don't put the blame on South Hills Music, it is inaccurate.</p>

President Vickless called for a vote.

Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

- c. Consider authorizing the Brentwood Dukes to sublet the Borough Stadium Concession Stand to the Brentwood Band Parents to be used during the September 20, 2014 Band Festival.

***Mr. President, I move to authorize the Brentwood Dukes to sublet the Borough Stadium Concession Stand to the Brentwood Band Parents to be used during the September 20, 2014 Band Festival.***

Motion By: M-32	Mr. Schubert
Second By:	Mr. Carnevale
Question By/Topic:	Mr. Schubert: Are we voting on this one and not voting on the BSA? Mr. Carnevale: I withdraw the second. Mr. Schubert: I withdraw the first motion.

- d. Consider authorizing the Brentwood Band Parents to set up a Popcorn Cart and sell popcorn at the Brentwood Stadium during all Brentwood High School Home football games.

***Mr. President, I move to authorize the Brentwood Band Parents to set up a Popcorn Cart and sell popcorn at the Brentwood Stadium during all Brentwood High School Home football games.***

Motion By: M-33	Mr. Trent
Second By:	Ms Fox
Question By/Topic:	Mr. Carnevale: I am not 100% against this; but we will start having popcorn everywhere. We don't want the popcorn all over the place. Mr. Trent: I don't have a concern. I want other groups to make it. We need to review the contract with the DUKES to give exclusive rights. We don't want to do anything in violation of the contract.

	<p>Dr. Pasquantonio: There is a contradiction that asks to be part of the concession stand and having a unified way of selling items. This doesn't seem to be logical.</p> <p>Mr. Schubert: I am against this. You are setting a competition for these rights. I have no problem with the DUKES subletting it when not using it. Where do we stop?</p> <p>Mr. Trent: I don't know if we can vote on this until we know if it is in violation of the agreement.</p> <p>Solicitor Levine: You can vote on it subject to the legal issue.</p> <p>President Vickless: I am against it because people could set up some tables outside the concession stand. DUKES are being generous; if you put this in the stadium, you take money away from them. It doesn't make any sense. I am opposed to this and will vote as well.</p> <p>Dr. Pasquantonio: I do see problems with other organizations that want to sell; you need to set a precedent now. I have seen this problem in the schools, one club sells something, and it gets to the point that no one makes anything and they cease selling anything.</p>
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President Vickless called for a vote.

***Mr. Trent: Mr. President, I move to table this motion based on the discussion and concerns.***

Motion By: M-34	Mr. Trent				
Second By:	Ms Fox				
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	X		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	Absent		Mr. Vickless	X	
Dr. Pasquantonio	X		Mayor Troy		

President Vickless said, "Motion carried." 6 AYES. 1 ABSENT

**Mr. Trent:** The hockey score board is being damaged; it needs a protective cover, which is expensive.

**Manager Zboyovsky:** I will request P. Simmons and R. Mackewich to get a quote for the committee meeting.

**Mr. Trent:** The hockey area has metal spots that need protected before children fall

into it.

**Manager Zboyovsky:** I will inform R. Mackewich and P. Simmons regarding the basketball court and the Dek hockey and have them report back to the committee on their meeting night.

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

- a. Diane Cook, 100 W. Brentridge Ave., came before Council questioning if the DUKES have an exclusive right to the concession stand beginning August 1<sup>st</sup> through November 30<sup>th</sup>. The DUKES are the ones in control of the concession stand during those months. The fee is \$400 and they should be charged a fee for storing the equipment and supplies. Thank you for having Lawnview & Beisner Roads repaired.
- b. Dolly Balkovec, 45 W. Willock Rd., came before Council regarding the driveway approach in front of her property; the driveway does not meet the newly paved roadway. It is not my responsibility to fix it. I called the Borough and received no call back or response.

President Vickless: We will have the engineer check it out and to see what can be done.

Manager Zboyovsky: I will call you back and will review it.

- c. Dave Cook, 124 Joseph St., came before Council regarding the EMS consulting fee. As it was approved with no dollar amount, where in the budget will it come from?

President Vickless: The dollar figure and amount of what they charge for was not available last week. Previous to that we did discuss the cost with the EMS consultant It was considered an oversight of the motion. We can do another motion.

Manager Zboyovsky: It is in the packet, supplies, detailed proposal, resume, "GetYouThinking LLC" Richard Lippert.

Dr. Pasquantonio: In the motion concerning the EMS consulting service included "as determined as needed" "I don't think there is a push just to justify something.

**19. Adjournment.** The meeting adjourned at 9:45 P.M.

Motion By: M-35		Ms Fox			
Second By:		Mr. Schubert			
Member	AYE	NAY	Member	AYE	NAY
Mr. Trent	Absent		Ms Fox	X	
Mr. Carnevale	X		Mr. Schubert	X	
Mr. Frombach	X		Mr. Vickless	X	

Dr. Pasquantonio	X		Mayor Troy		
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President Vickless said, "Motion carried." ALL AYES.

Respectfully submitted,

Mary Lou Garase  
Administrative Assistant

8-25-14 Regular Meeting Minutes

*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.*