



THE BOROUGH OF BRENTWOOD

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

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BOROUGH OF BRENTWOOD OCTOBER 20, 2014 AGENDA MEETING MINUTES 7:30 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 – 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 Agenda meeting was called to order at 8:05 P.M. President Vickless apologized for the delay. During the Executive Session a discussion was regarding the police investigation and personnel issues were discussed. 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 |
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| 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 – Ms Ruthann Omer, Gateway Engineers, stated her presentation to Council will be scheduled tentatively on November 18, 2014 at 6:30 P.M. Happy Halloween!

- 4. Public comments on Agenda items only. Please limit remarks to 3 minutes.** President Vickless: There are no Actions Items this evening; public comments will be at the end of the meeting.
- 5. Communications. None.**
- 6. Department and Borough Managers Reports: - (The Following Reports are provided on the Borough's Web Site.)**
 - Public Works Department
 - Building/Code Department
 - Engineering
 - Parks and Recreation Department

- e. Police Department
- f. EMS
- g. Brentwood Volunteer Fire Company
- h. Solicitor
- i. Finance Department
- j. Borough Manager

Mr. Carnevale: I will have several questions on reports next week.

7. President's Report – President Vickless said no report this week.

8. Mayor's Report – Mayor Troy reported the following

- a. Halloween Trick or Treat will be celebrated on Friday, October 31, 2014 from 6:00 PM – 8:00 PM.
- b. The Brentwood Centennial Committee will sponsor the Book Launch “Brentwood” at the Brentwood Library on Saturday, November 8, 2014 at 12 Noon to 2:30 P. M. The cost of the book is \$21.99. The public is invited.

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

- a. Consider Minutes of the: September 16, 2014 Agenda Council meeting.
- b. Consider Minutes of the: September 22, 2014 Regular Council meeting.
- c. Consider Minutes of the: October 13, 2014 Budget Workshop No. 1
- d. Consider the Treasurer's Report for Period Ending September 30, 2014.
- e. Consider Manager's Report for the Period Ending September 30, 2014.
- f. Consider ratifying of the bills from September 01, 2014 through September 30, 2014 from the following Borough Fund Accounts:
 - 1. General Fund in the amount of **\$442,209.92**
 - 2. Sanitary Sewer Fund in the amount of **\$110,077.48**
 - 3. Brentwood Park Fund in the amount of **\$357,625.92**
 - 4. Capital Improvement Fund in the amount of **\$17,950.50**
 - 5. Liquid Fuels Fund in the amount of **\$0.00.**
 - 6. Non-Uniform Pension Fund in the amount of **\$584.85**
 - 7. Police Pension Fund in the amount of **\$21,574.48**

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| Question by Topic: | Mr. Carnevale: Questioned the attorney fees under the General Fund in the amount of \$26,000 for 10 days. As time goes on we need to monitor the calls so that only officials contact the attorney; as we move forward the fees will be a lot more money. |
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Mr. Trent continued:

- g. Consider Resolution No. 2014-63; 2015 Police Pension Plan Contributions
- h. Consider Resolution No. 2014-xx, 2015 Fees [DISCUSSION ITEM]

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| Question by Topic: | <p>Mr. Carnevale: Questioned if the changes are in red?</p> <p>Manager Zboyovsky: This is a resolution regarding the Schedule of Fees for advertising, services rendered by the Borough, etc. The new item is the posting of the delinquent notices for sewage.</p> <p>Mr. Schubert: I am concerned regarding an additional fee for residents when they are struggling to pay the water and sewage bills.</p> <p>Ms Fox: I agree with you. I don't think we should charge a posting fee.</p> <p>Mr. Trent: I also agree.</p> <p>President Vickless: I agree for reasons stated especially with all the problems we have this year with the sewage billing. Until we get that corrected I don't entertain that thought.</p> <p>Manager Zboyovsky: Please review the entire resolution; including the fees for the swimming pool since it will be open next year with the new rates that Council adopted. This resolution will be on the Agenda in November and we can discuss it at another time.</p> <p>President Vickless: We can give it a month for everyone to review it.</p> |
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Mr. Trent continued:

- i. Consider Adopting Ordinance No. 2014-1230; Police Pension Plan
- j. Consider Adopting Ordinance No. 2014-1231; Non-Police Pension Plan

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| Question by Topic: | Mr. Carnevale: The Borough pension plans will no longer be funded by the state. I suggest the two (2) Borough pension funds this be discussed and the distribution of the funds be discussed at the Pension Board meeting. |
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Mr. Trent continued:

- k. FYI – The Second 2015 Budget Workshop will be held on Monday, November 10th beginning at 6:00 PM.
- l. Other Items

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

- a. Accept the Public Works Supervisor’s report for period ending September 30, 2014.
- b. Accept the Engineer’s report for the period for ending September 30, 2014.
- c. Consider Resolution No. 2014-64; Procedure for the Sale of Surplus Borough Property.

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| Question by Topic: | Mr. Carnevale: I would like to advertise that if possible on the internet and in the newspaper. Manager Zboyovsky: Yes. We are trying to get some revenues generated from the surplus items; we will advertise it in the South Hills Record newspaper and on the website. |
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Mr. Schubert continued:

- d. FYI – Reminder that Leaf Collection begins October 27, 2014 and continues through November 21, 2014.
- e. Other Items

11. Zoning and Ordinance Committee – Ms. Stephanie Fox stated the following will be considered at the Council meeting:

- a. Consider the Building Inspector’s monthly report for the period ending September 30, 2014.
- b. FYI – Mr. President, there was a Planning Commission meeting held on Thursday, October 16, 2014.

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| Question by Topic: | <p>Mr. Schubert: At the Planning Commission discussion was regarding Slater Funeral Home project; he needs to obtain purchase agreements with the property owners.</p> <p>Mr. Frombach: Explained in detail the procedure regarding a request for a Mixed Use; a Public Hearing will be scheduled prior to a Council meeting. The goal is to expand the business with a chapel/reception area, garage and additional parking.</p> |
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Ms Fox continued:

- c. FYI – Mr. President, there will be no Zoning Hearing Board meeting in September.
- d. FYI – Public Hearing Scheduled for October 27, 2014
- e. Other Items

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

- a. Consider the Recreation Director’s monthly report for the period ending September 30, 2014.
- b. FYI – DPW have begun the process of constructing the new Dugouts on Kaiser Field.
- c. FYI - Parks & Recreation Committee Meeting

Mr. President, the Parks & Recreation Committee will be conducting a Committee Meeting on Monday, November 3rd, 2014 at 5:00 PM.

d. Other Items

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| Question by Topic: | <p>Mr. Carnevale: Everybody is invited to the park on Friday, October 24, 2014 for the Ribbon Cutting of the newly constructed Brentwood Stadium at 6:00 P.M. followed by the Brentwood Home Coming and Spartan Football Game. Elected officials and the public are invited.</p> <p>Mr. Trent: There will be limited access to enter, only a one way area will be accessible.</p> <p>Mr. Carnevale: At the last Spartan game there was a parking mess along with the busses and all. I think an officer should be there to direct the buses to get in and out with an even flow of traffic.</p> |
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13. Public Safety Committee – Mr. Pasquale Carnevale stated the following will be considered at the Council meeting:

- a. Consider the Acting Police Chief's monthly report for the period ending August 31, 2014.
- b. Personnel Matter
- c. Other Items

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| Question by Topic: | <p>Mr. Carnevale: Regarding the Personnel matter we would like to discuss several items today; however, for some reason nothing will be discussed by Council until the Civil Service Committee conducts their meeting.</p> <p>In another matter, there are two (2) police officers that have completed their one (1) year probationary period, it is time whether we accept them or not.</p> <p>Also, Mrs. Karen McWilliams has completed the probationary period; to date nobody has informed her of her rights under the new contract. They don't have a signed contract yet.</p> |
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Mr. Carnevale: I motion we only have one (1) attorney for our labor matters and have the current attorney for Council He would be just for Council and

Solicitor Palumbo would be for all labor matters and for the police department. It would be better and easier for us.

Mr. President, I move that Council have only one (1) attorney, the current attorney for all labor matters for the Department of Public Works, Administration and Police Clerical for the Borough including Council; specifically just for Council. Solicitor Palumbo would be for all labor matters for the police department. It would be better and easier for us.

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| Motion By: M-1 | Mr. Carnevale |
| Second By: | Mr. Schubert |
| Question by Topic: | <p>Mr. Schubert: Referred to the Mayor wanting the Best Practices for the police department and limit Cohen & Rigsby to labor issues and then expanded to the Borough Solicitor position.</p> <p>Solicitor Levine: Prior to that, there was a question about the police contract and a number of other matters, the Mayor and Council asked if we would serve as Solicitor. It is an issue in the police department.</p> <p>Manager Zboyovsky: Attorney Palombo, Campbell, Durrant Beatty, Palombo & Miller P.C., come from a very good labor firm. They are one of the top firms in the tri-state area.</p> <p>Mr. Trent: Now is a difficult time to do this. I would question the timing on that. Maybe we should discuss it but not in the current state of affairs.</p> <p>A lengthy discussion ensued among the Council members.</p> |

Mr. President, I move to table the motion pending Council discussing the duties of our current Solicitor and our Labor Attorney at present.

President Vickless: There will be no further discussion on the tabled item.

President Vickless called for a vote.

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| Motion By: M-2 | Mr. Frombach | | | | |
| Second By: | Ms Fox | | | | |
| Member | AYE | NAY | Member | AYE | NAY |
| Mr. Trent | X | | Ms Fox | X | |
| Mr. Carnevale | | X | Mr. Schubert | X | |
| Mr. Frombach | X | | Mr. Vickless | X | |

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| Dr. Pasquantonio | X | | Mayor Troy | | |
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President Vickless said, "6 AYES. 1 NAY. Motion carried."

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| Question by Topic: | <p>Dr. Pasquantonio: Some issues do need to be discussed; we know who represents who at the Borough. We continue to make changes in the area and continue to keep things at one step. Keep it the same until we resolve some issues then consider changing.</p> <p>Mr. Carnevale: There is a grievance in the police department and it could be \$150,000 or more. It should be brought up.</p> <p>Mr. Frombach: This is litigation; it should be discussed in Executive Session.</p> <p>Mr. Carnevale: The grievance should be taken care of and clear the books before we move forward. It should be looked into.</p> <p>President Vickless: This is so noted.</p> <p>Mr. Carnevale: I am sorry we came back late from the Executive Session; I apologize to everybody.</p> |
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14. Community Affairs Committee – Dr. Robert Pasquantonio stated the following will be considered at the Council meeting:

- a. ***FYI – 2014 Redd Up Day was held on Saturday, October 18, 2014.***

Dr. Pasquantonio: The REDD Up Day was a rain out.

- b. ***FYI – BBOA/Brentwood Light-Up Celebration –Saturday, November 22, 2014***

Manager Zboyovsky: The BBOA/Brentwood Light-Up Celebration will be on Saturday, November 22, 2014 from 4-7 P.M.

- b. Other Items

15. Special Committees –

- a. Strategic Planning Committee [M. Vickless, D. Trent, J. Frombach]

- i. Consider Resolution No. 2014-65; 2015-2016 Strategic Plan

Manager Zboyovsky: I submitted a draft for Council to review and the final will be available next week at the meeting.

Mr. Schubert: There are items that pertain to the school district and I don't agree with any of it. Why is that in our future plan? There are items regarding the school district performance to improve

performance scores. I take this as unflattering! How is this Council to affect their scores? We can thank the community and the taxes for the school district. If we have concerns we could bring them up at a school board meeting, not go by a survey that was relayed to us. I don't like this language in a school board document.

Dr. Pasquantonio: We are a small enough school to communicate together. I would like for the School Board, the School Superintendent, Council, Mayor and other people to talk and communicate with each other. Miscommunication was a problem with the sports organizations; they did not communicate enough. We could discuss and resolve anything without a "media" frenzy.

Mr. Schubert: These are items that do not affect directly in the budget; these items from the survey should be forwarded to the school district.

Manager Zboyovsky: These items were on the Board at the Workshop, it was to itemize the goals and have a conversation at the Board meetings at the school quarterly meetings.

President Vickless: What would you like to see removed? As for the Strategic Planning it should not be in there. If positive it is good, if negative there may be a reason behind it. Our meetings are informative as to what we are doing on a monthly basis, plans of the future. We never get into discussion of the school on what they are doing.

Mr. Schubert: This is part of an official document.

President Vickless: As a public official we should know what is going on with the school district so we can be an informed Council and question the school district on what goes on in the district. I don't see a problem with an official document.

Manager Zboyovsky: This is a compilation of the community and about seven or eight individuals. This is everyone's opinion whether you agree or not.

Mr. Trent: We had a meeting, you couldn't make it. At the end of the day was a discussion on it. The rest of us already agreed on it. Anywhere you go there is an opportunity or threat. What is wrong with discussion?

Mr. Schubert: I have a problem with that.

Mr. Carnevale: Is there a way we could make a "fair" way to change and we could have a discussion at the quarterly meeting with the school district.

Mr. Schubert: It would be more of an opportunity instead of a threat.

President Vickless: Make it an "opportunity."

Mr. Schubert: Have the conversation with the school district; I am biased, my wife is a school teacher.

Dr. Pasquantonio: It is our school, it is our children, and we must maintain our dialogue with possibly having a "Student Councilmember" to interact with the school system. I encourage any Council member with questions regarding the test scores to contact the school superintendent so we can discuss it. Those things can happen in our Borough and be healthy without making certain conclusions that are not correct.

President Vickless: Ms Fox, Manager Zboyovsky and I sat down with the superintendent and it was very enlightening and a good discussion. Your point is well taken.

Ms Fox: She was very receptive with an opinion.

Mr. Frombach: Test scores are a major issue across the Commonwealth of Pennsylvania. "Success is not determined by tests alone" The data is an evaluation on how the Brentwood School District performs. There are so many errors on the reports they don't; know how (inaudible). Wait and see what comes out.

President Vickless: I don't agree with that. We wanted an open dialogue with the school district as an overall function. We do get questions as councilmembers, we need accurate information.

Solicitor Levine: I suggest you use "concern" about taxes and about performance.

Mr. Frombach: Small school districts are having a very hard time with small enrollment, with only 1,000 students and a limited tax base. That is a reality.

b. Park Security [P. Carnevale, D. Trent, and J. Frombach]

- ii. Contractor is moving forward with installation of Cameras.

Mr. Carnevale: There is a need for one camera for security to use it down in the evidence room. Council needs to purchase a camera for that area.

Mr. Frombach: Have the Public Safety Committee get the information on quotes to Council for approval at the next meeting.

Manager Zboyovsky: Yes we can do that; it would be between \$500 and \$1,000. Bring that recommendation to Council and vote on this next week.

c. Walking Trail Committee [R. Pasquantonio, S. Fox, and D. Trent]

Dr. Pasquantonio: The Trail Committee Trailway Proposal Project will be voted on November 20, 2014; I will give a report at the November 27, 2014 meeting. We will make a decision in November; hopefully we get the Grant.

d. Naming Right's Committee [S. Fox, J. Frombach, and D. Trent]

- iii. Update: Letters were sent out to Businesses and Organizations in the Borough.

Manager Zboyovsky: Letters were sent to the businesses, Chamber of Commerce, BBOA regarding the advertisements. We will advertise on the website for the Civic Center, Community Room, and all other facilities.

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

- i. Update: Proposals Received October 17, 2014

Manager Zboyovsky: The RFP's were due in October; we received one, I emailed the copy to Council, received from Summa Development. The next step of the process is to review it discuss it and do a PFM of their numbers. When you read the proposal the parking is based on some agreements with the churches. Discussion regarding a 25 year term, cost \$250,000 now to \$370,000, to include or not to include taxes, construction interest rate, etc.

Mr. Trent: This building could be scaled down; we don't need all these things.

Mr. Frombach: We just received this information; we need to thoroughly review this and discuss it in depth. This needs an entire evening to look at the options.

President Vickless: We need to review the PFM and look at the numbers.

Mr. Frombach: WE already approved the PFM months ago; they are already on board. We use their expertise, it is not necessary to have a motion to have them come in. It is their responsibility.

President Vickless: We have the Solicitor to do things that is why I brought it up for everyone.

Mr. Frombach: Please take the proposal and take the time to go throughout the proposal step by step.

President Vickless: Manager will have PFM begin the preliminary assessment of the project.

Manager Zboyovsky: Mentioned the "buyout" and "negotiate" on the purchase price. (inaudible)

f. Anti-Bullying Committee [S. Fox, R. Pasquantonio, D. Trent]

- i. Ms Fox: Nothing to report.

16. Old Business –

Mr. Trent: Questioned Council to verify a laptop computer that we can use for the purpose of the graphics for the purpose to run the scoreboard. Have the DPW trained or a member of the Borough trained to use the scoreboard with our equipment.

17. New Business – None.

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

19. Adjournment. The meeting adjourned at 9:25 P.M.

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

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

Respectfully submitted,

Mary Lou Garase
Administrative Assistant

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.