



THE BOROUGH OF BRENTWOOD

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

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BOROUGH OF BRENTWOOD JUNE 16, 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 meeting was called to order by Council President Vickless at 7:50 P.M. President Vickless stated an Executive Session was held prior to the meeting property and personnel matters were discussed and no votes were taken.

2. Pledge of Allegiance. The Pledge of Allegiance was recited by all those 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	
			Manager Zboyovsky	X	

Special Presentations - NONE

4. Public comments on Agenda items only. Please limit remarks to 3 minutes. President Vickless requested comments on the following items only:

- a. Agenda Item 7a
- b. Agenda Item 10f

President Vickless: There are no comments.

At this time, President Vickless requested Mr. Trent proceed with the following motion.

Mr. President, I move to appoint the law firm of Cohen & Grigsby, P.C. to replace the firm of Ayoob & Associates, LLC as Brentwood Borough Solicitor.

Motion By: M-1	Mr. Trent
Second By:	Mr. Schubert

Question By/Topic:	<p>Mr. Carnevale: When will this firm take office?</p> <p>President Vickless: Immediately. That is why I moved this to the beginning of the Agenda.</p>
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President Vickless called for a vote.

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

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

At this time, Solicitor Michael Metcalf came forward and sat at the Council desk. Mr. Metcalf stated he is with the law firm of Cohen & Grigsby; I will be a member of a team that is principally headed by Mr. Clifford Levine. Mr. Levine is out of town and requested I attend in his absence.

President Vickless: Are there any questions for the Solicitor? 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:</p> <ul style="list-style-type: none"> • Requested DPW to remove bricks from the park. • Questioned if the Street Sweeper is on the road. <p>Mayor Troy: Yes. The Street Sweeper is out on the Borough roads, it is on different streets on certain days. It was on Brownsville Road today. The schedule is on the website. Mr. Schubert: I will meet with the DPW next week, anyone with questions please contact me and I will address them at the meeting.</p>
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c. Building/Code Department

Question By/Topic:	<p>Mr. Carnevale: Questioned why the Notice of Violation letter is so harsh, possibly have door-knockers reminding residents the grass is too high and for other violations; the language in the letters should be toned down and not so harsh.</p> <p>Dr. Pasquantonio: A lot of residents have old televisions, and vehicles that are not inspected on their properties; these items should be removed.</p> <p>President Vickless: The procedure is to contact the Code Enforcement Officer and they will check the property and a letter sent to the resident.</p> <p>Mr. Carnevale: Discussion on Code Department regarding citations, expired state vehicle inspection stickers, abandoned or junk vehicles on properties.</p> <p>Mr. Schubert: Is there a database kept on the violation letters mailed for resident violations?</p> <p>Manager Zboyovsky: Yes.</p>
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President Vickless continued:

- 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

7. President's Report – President Vickless: Welcomes the law firm of Cohen & Grigsby to the Borough as its Solicitor and look forward to a prosperous relationship for both of us.

President Vickless: Reported on the PSAB Alert regarding House Bill 1708 concerning State Aid Pension Plans. Please contact your local representatives and let them you know you disagree. I would like Council to review this House Bill and to contact our representatives and let them know we are opposing it.

8. Mayor's Report

Mayor Troy: Mayoral Proclamation – A Mayoral Proclamation will be presented to Dr. Ronald Dufalla, Superintendent of the Brentwood School District, in honor of the 37 years of service.

Mayor Troy: A meeting was held on June 10, 2014 regarding Gateway preparing to begin an inventory process on Brentwood Avenue for consideration of parking permits, this area is a challenged area with limited parking and multiple apartment buildings. We will collect information, identify the supply, and catalog the amount and demand, then craft a recommendation program for that area. This program is for areas with parking problems, where parking problems exist; we will not extend beyond that. This is not a blanket residential program.

Mayor Troy stated a meeting will be held in the near future with Giant Eagle (Issues in that area) to discuss the following:

- Coordinated security
- Cameras
- Security process
- Comprehensive surveillance in Brentwood Borough
- Standardization of cameras for good security photos

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

- a. Consider Minutes of the: May 19, 2014 Agenda Council meeting.
- b. Consider Minutes of the: May 27, 2014 Regular Council meeting.
- c. Accept the Treasurer’s Report for Period Ending May 31, 2014.
- d. Consider Manager’s Report for the Period Ending May 31, 2014.
- e. Consider ratifying of the bills from May 01, 2014 through May 31, 2014 from the following Borough Fund Accounts:
 1. General Fund in the amount of **\$793,504.30**.
 2. Sanitary Sewer Fund in the amount of **\$501,599.25**.
 3. Brentwood Park Fund in the amount of **\$84,106.43**.
 4. Capital Improvement Fund in the amount of **\$100,625.92**.
 5. Liquid Fuels Fund in the amount of **\$162,051.26**.

Question By/Topic:	Mr. Carnevale: Questioned the amount for the Liquid Fuels? Manager Zboyovsky: We received our allocation from the state in April; this is for salt and street lights.
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Mr. Trent continued:

6. Non-Uniform Pension Fund in the amount of **\$252.35**.

Question By/Topic:	Pat Carnevale: Suggested to separate the Non-Police Pension Fund and Police Pension Fund, to consider for a greater yield for the Non-police pension. The Non-Pension fund is at risk if several individuals go on pension at the same time; we need to look at the investments so the fund doesn't deplete. We need to consider on how to invest the pension money.
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Mr. Trent continued:

7. Police Pension Fund in the amount of **\$21,303.23**.

- f. Consider Resolution No. 2014-51; Notice to be Included in the Allegheny County Community Development Block Grant Program for Three Years – 2015, 2016, & 2017.
- g. Consider authorizing the Borough Manager to send a letter of termination to Jordan Tax Services associated with their collecting of Brentwood Borough Current Sewage Fees.

Question By/Topic:	Mr. Carnevale: What is the time limit to terminate? Manager Zboyovsky: The contract expires December 31, 2014 with a prior notification of 180 days. Basically January 1, 2015.
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Mr. Trent continued:

- h. Consider Support Agreement with Harris School for the Borough's Accounting/Payroll Software (AKA ProSoft) for the period of July 1, 2014 to December 31, 2014.

Question By/Topic:	<p>Mr. Schubert: I understand ProSoft is the financial program; however, I don't like the program, I would prefer something more user friendly, change to a different format to make it easy to read and understand.</p> <p>Mr. Trent: We could see if there is a newer version or something compatible.</p> <p>Mr. Carnevale: Is this a monthly agreement? When does it expire and is there a yearly increase?</p> <p>Manager Zboyovsky: There is a 30-day clause where we could switch back; the current agreement expires in September. I will confirm the costs and report back to Council.</p>
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Mr. Trent continued:

- i. Consider entering into an agreement with Snyder Brothers, Inc. to provide natural gas.

Question By/Topic:	Mr. Carnevale: Is this a yearly agreement? When does it expire, and is there a yearly increase? Manager Zboyovsky: There is a 30-day notice clause in the agreement that allow us to switch back; the current agreement expires in September. I'm not sure if it is a three year rate; I will confirm the costs and report back to Council.
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- j. 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 May 31, 2014.
- b. Accept the Engineer's report for the period for ending May 31, 2014.
- c. Consider Change Order No. 1 from Morgan Excavating, L.P. to line paint from Hillson to Owendale and Route 51 to East Brentridge for a lump sum cost of \$8,337.50 to be paid from the Capital Improvement Fund 18-439-619.

Question By/Topic:	Mr. Schubert: Does the DPW do line painting in the Borough? Manager Zboyovsky: This is a double line on the newly paved Brownsville Road; it is high tech and a very technical job which includes the stencil for the crosswalks, etc. Mr. Frombach: We do not have the equipment to do this. It is very high tech.
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Mr. Schubert continued:

- d. Consider Change Order No. 1 – from Robinson Pipe Cleaning Company associated with the 2013 Sanitary Sewer Repair Project to remove a collapsed liner in the amount of \$1,638.75 to be paid from the Sanitary Sewer Fund, Line Item 08-429-372.

Question By/Topic:	Mr. Schubert: At this time we are doing repairs, why is there a change order? Manager Zboyovsky: This is something that happened while making a repair, it collapsed; this is out of the scope of work, it collapsed this year.
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Mr. Schubert continued:

- e. Consider Authorizing the advertising of Ordinance No. 2014-1229; Floodplain Management.
- f. Consider hiring Cory Bauer temporary seasonal DPW employee at the rate of \$11.00/Hour. **[ACTION ITEM]**

Mr. President, I move to hire Cory Bauer as a temporary seasonal DPW employee at the rate of \$11.00/hour. (Note: Cory Bauer is replacing a previously hired temporary seasonal DPW employee who accepted another position.)

Motion By: M-2	Mr. Schubert
Second By:	Mr. Frombach
Question By/Topic:	Mr. Carnevale: I have nothing against Cory; in my opinion, we do not have what we call seasonal employees and pay them \$11.00. I cannot vote for this; I will vote no.

President Vickless called for a vote.

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

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

- g. Other Items

11. Zoning and Ordinance Committee – In the absence of Ms. Stephanie Fox, Mr. Trent stated the following will be considered at the Council meeting:

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

- b. Consider adopting **Ordinance No. 2014-1227**; 2 Hour Parking Meter Ordinance.
- c. Consider adopting **Ordinance No. 2014-1228**; Anti-Bullying Ordinance

Question By/Topic:	<p>Mr. Schubert: Questioned if the new Solicitor would review the above mentioned ordinances and if they are to be re-advertised.</p> <p>President Vickless: These ordinances are modeled from other ordinances from the surrounding areas; I don't think there would be a problem. They were reviewed by the former Solicitor; if any changes we will re-advertise.</p> <p>Mr. Frombach: I think the Solicitor should review the ordinances because he will be signing as Solicitor.</p>
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Mr. Trent continued:

- d. Consider approving the site plan and land development plan for a proposed medical building to be located at 3911 Saw Mill Run Boulevard.
- e. ***FYI – Mr. President, there will be a Zoning Hearing Board meeting on June 25, 2014 at 8:00 P.M. in regards to Case No. 2014-02 which is a request for a variance to operate a massage establishment at 2821 Brownsville Road. Said use is not allowable in a mixed use district.***

Question By/Topic:	<p>Mr. Carnevale: The variances were granted years ago.</p> <p>Mr. Frombach; Yes, this request originally went before the Planning Commission and there were questions regarding the setback.</p>
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Mr. Trent continued:

- f. ***FYI – Mr. President, there will not be a Planning Commission held in June.***
- g. 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 May 31, 2014.

- b. Consider Authorizing the purchasing of six (6) Ball Field Dedication in the not-to-exceed amount of \$20,000.00 to be paid from the Brentwood Park Fund, Line Item 15-454-613 – Capital Construction – Playground.

Question By/Topic:	<p>Mr. Carnevale: Questioned the number of placards, the naming on the placard, the number of fields and other facilities to be named; establish criteria for the Naming Rights Policy, consider recognition of past and present Mayor, Council, DCNR Grant, BPI, and resident donations, etc. Hold off on the placard until next year and do it all at one time.</p> <p>Mr. Frombach: The Recreation Committee is pushing back the installation of the playground until next year; we will re-apply for the Grant.</p> <p>Mr. Carnevale: Discussion on when the playground should be done, cost, etc. Also consider using Astro-turf, possibly at no cost. Seek more grant money for recreation.</p> <p>President Vickless: If you have information regarding grant money please bring this before the committee for further review.</p> <p>Mr. Trent: I suggest we wait until the Spring and re-apply for the grants at the beginning of the year.</p> <p>Mr. Frombach: The Recreation Committee discussed the proposed playground with several representatives and the cost is high. The money was not released; this was discussed at the meeting last week.</p>
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Mr. Frombach continued:

- c. Consider Authorizing an additional \$401.44 for the addition of a 5-Slot Literature Rack and shipping & handling costs associated with the previously approved purchasing of a Park Bulletin/Message Board from Outdoor Message Boards to be paid from the Brentwood Park Fund Line Item 15-454-613 – Capital Construction – Playground.

Question By/Topic:	<p>Mr. Carnevale: What is this?</p> <p>Mr. Frombach: It is a message board to be installed near the Dek Hockey area indicating all events, schedules, permits, etc.</p>
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Mr. Frombach continued:

- d. Consider authorizing the purchase of two (2) Swimming Pool Climbing Walls from an approved State Contract Vendor in the not-to-exceed amount of

\$30,000.00 to be paid from Brentwood Park Fund Line Item 15-454-613 – Capital Construction – Playground

Question By/Topic:	<p>Mr. Schubert: Why would we spend \$30,000 on climbing walls now, when the pool will not be open this year?</p> <p>Mr. Frombach: You would order them now and they would be available and installed for the pool season next year. The purchase and installation of a slide was discussed; however, we have to look at the liability.</p> <p>Mr. Carnevale: When they removed the diving board, it was grandfathered in and years later denied.</p>
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- e. Consider authorizing the purchasing and installation of Sports Netting for Field No. 2 (AKA The Jim Attanucci Field) and Field No. 3 (AKA Tepsic Field) from Allegheny Fence per County Contract #48192 in the amount not-to-exceed \$15,000.00 to be paid from the Brentwood Park Fund Line Item 15-454-613 – Capital Construction – Playground.

Question By/Topic:	Mr. Carnevale: Why would we want to do this? Why put up a fence or sport netting? I'm against spending money on this.
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Mr. Frombach continued:

- f. Consider approving the Stadium Scoreboard rendering.
- g. FYI - Parks & Recreation Committee Meeting

Mr. President, as an FYI – the Parks & Recreation Committee will be conducting a Committee Meeting on Monday, July 14, 2014 at 5:30 PM.

- h. Other Items.

Question By/Topic:	Mr. Schubert: I would like to make a suggestion to have a “Welcome to Brentwood Stadium” sign placed over the archway at the entrance to the stadium, Have it in the navy blue color, the same color as the school district.
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13. Public Safety Committee – Mr. Pasquale Carnevale stated the following will be considered at the Council meeting:

- a. Consider the Police Chief's monthly report for the period ending May 31, 2014.
- b. Consider renewing the Annual Maintenance Agreement with SBM Electronics' for the Police Department's phone system for the period of June 30, 2014 to June 29, 2015 in the amount of \$1,495.00.
- c. Consider transferring \$10,000 from the Operating Reserve 95-492-01 to the General Fund 01-392-095.
- d. Consider increasing the General Fund Line Item 01-410-750 – Minor Purchases \$10,000.
- e. Consider the purchasing of a Rapidly Deployed Video Recording Kits and accessories from Digital Signal Systems, Inc. in the amount of \$8,310.00 to be paid for from Line Item 01-410-750 – Minor Purchases.

Question By/Topic:	<p>Mr. Schubert: Questioned what is the purpose? Are they for police vehicles?</p> <p>Mayor Troy: These can be used in a wide variety of circumstances, such as to scan vehicles, buildings, windows, etc.</p> <p>Mr. Carnevale: The United States Army has surplus items, rifles, tanks, jeeps, cameras, and typewriters are available online at a low cost.</p>
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- e. Other Items

14. Community Affairs Committee – Dr. Robert Pasquantonio reported on the following:

- a. FYI – Update on Trail Project

Dr. Pasquantonio: The Trail committee met and we walked through the trail area and suggestions were for an access area, to implement activity areas for certain distinctive activities with exercise stations, etc.

Manager Zboyovsky: I will apply for grant funding; the application is due July 21, 2014 with the final inspection and review by Council the Borough applies for the funding.

Dr. Pasquantonio: Like to have the community involved and have the DPW more accessible to remove old televisions that are setting on the properties, clean up the houses that are not in compliance with the codes, overgrown grass, abandoned vehicles, disabled vehicles, in an effort to eliminate some of these issues. Place an

article in the InCommunity Magazine and market the Borough with a positive outlook.

- b. Other Items

15. Special Committees –

- a. Strategic Planning Committee [M. Vickless, D. Trent, J. Frombach]
 - i. Council Workshop – Saturday, June 21, 2014 – 9:00 AM – 2:00 PM in the Brentwood Community Room.

President Vickless: The Strategic Planning meeting was last week, we received over 80 surveys; the next Strategic Planning Workshop will be on Saturday, June 21, 2014 from 9:00 A.M. to 2:00 P.M, at the Civic Center. Mr. Schubert: I will not be able to attend; I will be working that day.

- b. Park Security Committee [P. Carnevale, D. Trent, and J. Frombach]
 - i. RFP for Video Surveillance Cameras

Manager Zboyovsky: The RFP will be in the South Hills Record next week; Council will review and make a decision at the July meeting. .

- c. Borough Building Committee [J. Frombach, R. Pasquantonio, and R. Schubert]
 - i. Meeting Update/Architectural Evaluation Report
- d. Walking Trail Committee [R. Pasquantonio, S. Fox, and D. Trent]
- e. Anti-Bullying Committee [S. Fox, D. Trent, and R. Pasquantonio]
 - i. Anti-Bullying Ordinance
- f. Naming Right's Committee [S. Fox, J. Frombach, and D. Trent]
- g. Funding & Development Committee [S. Fox, D. Trent, and M. Vickless]

16. Old Business –

- a. Mr. Schubert: Questioned cost to renovation the Civic Center and the amount of money available. Council consider it worthwhile looking into the renovation of the Civic Center with the money available.

17. New Business –

Mr. Trent: Mr. President, I move to direct the President of Council to respond to the recent Brentwood EMS letter with all the information we have at this time available to us.

President Vickless: Are there any comments or questions from Council: None. Are there any comments or questions from the audience on the motion? None.

President Vickless called for a vote.

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

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

Mr. Frombach: I have available for sale Brentwood 4th of July raffle tickets, based on the PA daily lottery; if anyone is interested to purchase. The 4th of July informational flyer will be mailed this week to the residents and businesses.

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

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

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

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

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.