



THE BOROUGH OF BRENTWOOD
MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD
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BOROUGH OF BRENTWOOD
NOVEMBER 16, 2015 – 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.** President Vickless called the meeting to order at 7:30 P.M. President Vickless stated the Executive Session was conducted prior to the meeting to discuss personnel, litigation and contracts. 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. Carnevale	X		Ms Fox	X	
Mr. Schubert	X		Mr. Frombach	X	
Mr. Doyle	X		Mr. Vickless	X	
Dr. Pasquantonio		X	Mayor Troy	X	
Solicitor Levine	X		Manager Zboyovsky	X	

4. **Comments on Agenda Action Items Only.** Please limit remarks to three minutes. None.

5. **Communications.** None.

6. **Department and Borough Managers Reports:** Copies are available on the Borough website for review.

- a. Public Works Department
- b. Building Inspector
- c. Engineer
- d. Recreation
- e. Police Chief
- f. EMS
- g. Fire Department
- h. Solicitor

- i. Finance Director
- j. Borough Manager

President Vickless: If Council has any questions please contact the Borough Manager to review and discuss prior to the meeting.

7. President’s Report – None.

8. Mayor’s Report – Mayor Troy reported on the Centennial Banquet, it was a great evening. I take this opportunity to thank Mrs. Garase and Centennial Banquet Committee for a job well done on this memorable event.

9. Administrative and Finance Committee – Mr. John Frombach requested to consider the following:

- a. Consider Minutes of the October 19, 2015 and October 26, 2015 Council Meetings. **[ACTION ITEM]**

Mr. President, I move to approve the Minutes of the October 19, 2015 and October 26, 2015 Council Meetings as submitted.

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

Mr. Carnevale: On the October 19, 2015 Agenda meeting Minutes, Motion No. 3 should read: “Mr. Carnevale as voting “NAY.”

President Vickless called for a vote.

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

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

- b. Accept the Treasurer’s Report for period ending October 31, 2015. **[ACTION ITEM]**

Mr. President, I move to accept the Treasurer’s Report for the period ending October 31, 2015.

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

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

c. Consider ratifying of the bills from October 01, 2015 through October 31, 2015 from the following Borough fund accounts:

1. General Fund in the amount of **\$812,466.34.**
2. Sanitary Sewer Fund in the amount of **\$417,950.96.**
3. Capital Improvement Fund in the amount of **\$532,485.15.**
4. Liquid Fuels Fund in the amount of **\$0.00.**
5. Non-Uniform Pension Fund in the amount of **\$11,986.13.**
6. Police Pension Fund in the amount of **\$35,520.41.** Mr. Carnevale: I am against the parking meter increase.

Mr. Schubert: Can the meters be changed?

Mayor Troy: Yes.

Mr. Carnevale continued:

d. Consider **Resolution No. 2015-55**, 2016 Fee Schedule

Mr. Carnevale: I think it is illegal to charge non-residents a higher rate.

Solicitor Levine: I do not think so for in-state residents.

Mr. Carnevale: I question the \$5.00 increase in parking fines.

Mr. Carnevale continued:

Consider advertising **Ordinance No. 2015-1243**, 2016 Final Tax Levy

- e. Consider **Resolution No. 2015-56**, 2016 Proposed Budget

Mr. Carnevale: Where did the 1.25 mil come from? The state?

Manager Zboyovsky: The Sewer Fund is low. You cannot borrow from the "Sewer Fund, and cannot transfer funds from the Sewer Fund to pay for expenses." (January 1974 Case law)

- f. Consider advertising **Ordinance No. 2015-1244**, Sewage Fees [ACTION ITEM]

Mr. President, I move the Borough authorize the advertising of Ordinance No. 2015-1244; amending the fees and charges to be assessed and collected for sewage collection, transportation, and treatment in 2016.

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

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

Mr. Carnevale continued:

- g. Consider **Resolution No. 2015-60**; Renewing the agreement with Hosack, Specht, Muetzel, & Wood LLP for auditing services for the fiscal years ending December 31, 2015, 2016, and 2017. [ACTION ITEM]

Mr. President, I move the Borough adopt Resolution No. 2015-60; renewing the agreement with Hosack, Specht, Muetzel, & Wood for auditing services associated with fiscal years ending December 31, 2015, 2016, and 2017.

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

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

- h. Considering approving the agreement with Consolidated Communications for service to the Police Department emergency line at a rate of \$27 per month. [ACTION ITEM]

Mr. President, I move to approve the agreement with Consolidated Communications for service to the Police Department emergency line at a rate of \$27 per month.

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

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

- i. Consider **Resolution No. 2015-61**; entering into an agreement for Health Insurance.

Manager Zboyovsky: Explained and discussed the Health Insurance PMHC Agreement.

- j. Other Items.

10. Public Works Committee – Mr. AJ Doyle stated the following items will be considered:

- a. Consider adopting **Resolution 2015-54**, CD 42 Concurring Resolution. [ACTION ITEM]

Mr. President, I move to adopt Resolution 2015-54, CD 42 Concurring Resolution, authorizing the submission of a request for federal grant funding to the Allegheny County Department of Economic Development.

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

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

- b. Consider adopting **Resolution 2015-57**, Sewer System Consent Order and Agreement. **[ACTION ITEM]**

Mr. President, I move the Borough adopt Resolution No. 2015-57; authorizing the Borough of Brentwood to enter into the Phase I Consent Order and Agreement with the Allegheny County Health Department

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

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

- c. Review Draft 5 Year Street Rehabilitation and Maintenance Plan [To Be Approved 12/14/15]
- d. Other Items

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

- a. FYI- There was no Planning Commission or Zoning Hearing Board meeting scheduled for November 2015. A Zoning Hearing Board meeting will be held on December 9, 2015 to consider a request for a variance to operate a massage establishment. A public hearing will be held on December 14, 2015 to review the proposed Streetscape Enhancement Overlay District.
- b. Consider approving the subdivision plan for the separation of the parcel at 3606-12 Pary Street into separate lots. **[ACTION ITEM]**

Mr. President, upon the recommendation of the Borough Planning Commission, I move to approve the subdivision plan for the separation of the parcel at 3606-12 Pary Street into separate lots.

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

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

- c. Consider **Resolution 2015-58**, Reappointment of Phillip Hoebler to the Zoning Hearing Board. [ACTION ITEM]

Mr. President, I move to adopt Resolution 2015-58, Reappointment of Phillip Hoebler to the Zoning Hearing Board for a term ending December 31, 2020.

- d. Other Items

12. Park and Recreation Committee – Mr. Rich Schubert stated the following will be considered:

- a. Consider authorizing the furnishing and installation of two (2) Motorized Gates with battery back- up in the not-to-exceed amount of \$15,000 to be paid from the Capital Improvement Fund Line Item 18-454-610 – Playground.

Mr. Carnevale: This may not happen. It does not make sense to spend this amount. The DPW can make this happen.

Mr. Schubert: This is needed for child safety.

Mr. Frombach: Reiterated that Park and Recreation Committee discussed this in depth.

President Vickless: This has not been an issue. A "Horse" or Chain" can be as effective. The \$15,000 should not be spent on this.

Mr. Schubert continued:

- b. Consider **Resolution No. 2015- 61**; Entering into an Agreement for Pool Feasibility Study

- c. Other Items

13. Public Safety Committee – Mr. Pasquale Carnevale stated the following will be considered:

- a. Consider advertising **Ordinance No. 2015-1245**, Amending Chapter 201, Vehicles and Traffic, to update parking meter fees and fines.
- b. Consider renewing the Cooperation Agreement with the North Central Highway Safety Network, Inc. associated with a grant extension as part of Buckle Up PA Project.

[ACTION ITEM]

Mr. President, I move the Borough renew the Cooperation Agreement with the North Central Highway Safety Network, Inc. associated with a grant extension as part of Buckle Up PA Project.

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

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

- c. Other Items.

Mr. Carnevale: Discussed the Police Chief's proposal to have crossing guards direct traffic. We have that ability now. The police department is in need of crossing guards.

14. Community Affairs Committee – Dr. Robert Pasquantonio stated the following will be considered:

- a. *FYI- The BBOA/Brentwood Light-Up Celebration is scheduled for Saturday, November 21, 2015 from 4PM – 7PM.*
- b. Consider adopting **Resolution 2015-59**, Buy Brentwood. **[ACTION ITEM]**

Mr. President, I move to adopt Resolution 2015-59, declaring November 27, 2015 through January 3, 2016 as "Buy Brentwood Days".

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

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

- c. Consider Request from Jean Schieman of the American Cancer Society to hang purple sponsorship banners along Brownsville Road as part of the "Paint Your Town Purple Campaign to increase both awareness of the Relay for Life event and sponsorship funds for the American Cancer Society.

Mr. President, I move to approve the r Request from Jean Schieman of the American Cancer Society to hang purple sponsorship banners along Brownsville Road as part of the "Paint Your Town Purple Campaign to increase both awareness of the Relay for Life event and sponsorship funds for the American Cancer Society.

President Vickless: Since this was not an Action Item are there any comments from the public at this time. None.

President Vickless called for a vote.

Motion By: M - 10		Dr. Pasquantonio			
Second By:		Ms Fox			
Member	AYE	NAY	Member	AYE	NAY
Mr. Carnevale	X		Ms Fox	X	
Mr. Schubert	X		Mr. Frombach	X	
Mr. Doyle	X		Mr. Vickless	X	
Dr. Pasquantonio	Absent		Mayor Troy		

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

15. Special Committees

a. Funding & Development Committee

- i. Approve/Decline Counter Offer for property owner to purchase property. [ACTION ITEM]

Mr. President, I move the Borough DECLINE the counter offer associated with the Borough's purchasing of a property located at 3735 Brownsville Road.

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

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

b. Other Special Committee Reports

16. Old Business

- a. Consider Proposal by MARSAs for repairs to the Borough Building front block.

17. New Business – None.

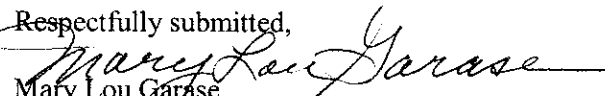
18. Public comment – Please try to limit remarks to 3 minutes.

a. J. Cook, 100 West Brentridge Ave., came before council regarding the Ecumenical Services held at St. Sylvester's Church in tribute to the 100th Anniversary of Brentwood Borough. The service was a very nice event with all churches coming together in this anniversary year.

19. Adjournment. The meeting adjourned at 9:20 P.M.

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

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

Respectfully submitted,

 Mary Lou Garase
 Administrative Assistant

PUBLIC PARTICIPATION GUIDELINES

The Borough of Brentwood welcomes Public Participation during their Council Meetings. They ask however to please follow the Council Rules & Procedures when addressing Council.

§ 14-14. Public participation; enforcement of decorum.

- A. The Borough shall provide those in attendance a reasonable opportunity to address the Council on any agenda item or any matter of concern, official action, or deliberation which may come before council. This privilege shall occur during the part of the agenda entitled "Public Privilege of the Floor."
- B. Speakers must stand. Speakers are requested to give their name, address and organization, if any. Speakers must be recognized by the Chairman. During the first segment of the meeting designated "Public Comment on Agenda Items," speakers may speak only once and will be advised by the Borough Manager when three (3) minutes have expired. Speakers are requested to conclude their remarks at that time. During this segment speakers are only to comment on specific items on the agenda.
- C. The first segment will end no later than 30-minutes after commencement in order to allow the borough business to begin in a timely and reasonable manner. Further questions or statements can be carried over to the second segment.
- D. During the second segment of the meeting designated "Public Comment on Non-Agenda Items" speakers may speak only once and are requested to limit their remarks to three (3) minutes. Speakers will be advised by the Borough Manager when three (3) minutes have expired. Speakers are requested to conclude their remarks at that time.
- E. In the case of a non-agenda item, citizens are requested, but not required, to present the matter to a member of the Council or Borough Manager in an attempt to resolve the matter beforehand.
- F. When a group of persons wishes to address the Council on the same subject matter, it shall be proper for the Chairman to request that a spokesperson be chosen by the group to address the Council and to limit the number of persons addressing the Council on the same matter so as to avoid unnecessary repetition.
- G. If the Chairman determines that there is not sufficient time at the meeting, the comment period may be deferred to the next regular meeting or special meeting occurring in advance of the next meeting.
- H. All remarks shall be addressed to the Council as a body and not to any member thereof. Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste. Interested parties or their representatives may address the Council by written communications. Written communications shall be delivered to the Secretary or his or her designee.
- I. Each "public comment period" segments are intended to afford citizens an opportunity to (express opinions) and to bring important matters to the attention of the Borough Council. Although they may, nothing herein shall require the President of Council or the Council to answer questions or engage in debate at any Borough Council meeting.