



THE BOROUGH OF BRENTWOOD

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

Office 412-884-1500 FAX 412-884-1911

BOROUGH OF BRENTWOOD AUGUST 17, 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 7:37 P.M. President Vickless stated the Executive Session was conducted prior to the meeting to discuss, personnel litigation, and real estate contractual 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. Carnevale	X		Ms Fox	X	
Mr. Schubert	X		Mr. Frombach	X	
Mr. Trent	X		Mr. Vickless	X	
Dr. Pasquantonio		X	Mayor Troy	X	
Solicitor Maloney	X		Manager Zboyovsky	X	

4. Public comments on Agenda Action items only. Please limit remarks to 3 minutes.

Item Nos. 9a, 9e, 12a, 12b and 14a. No comments from the audience.

Mr. Carnevale: Why do we have action Items during this meeting is there a reason?

Manager Zboyovsky: These are routine items; they can be addressed next week if you would like. If you are not ready to vote on them you can wait until next week. These are regular items that you have time to review.

Presentations: None



5. Communications. Manager Zboyovsky: The Borough received two letters from Baldwin residents thanking Brentwood Borough for the use of the Brentwood Swimming Pool for while the Baldwin pool was being repaired. Nice to be neighborly.

6. Department and Borough Manager's Reports: Copies available on the Borough website

- a. Public Works Department
- b. Building Inspector –
- c. Engineer -
- d. Recreation Director
- e. Police Chief
- f. Brentwood EMS
- g. Brentwood Fire Department
- h. Solicitor
- i. Finance Director
- j. Borough Manager

Mr. Carnevale: Requested information on the following:

- Playground (cost)
- Portable Fence (cost, dimension and location)
- Electronic arm at entrance
- Speed bumps
- BPI – donation
- Grants
- ADA Parking

Mr. Frombach: The Park and Recreation Committee has in the Capital Fund \$65,000 budget. Also, CITF Funding \$75,000; BPI \$50,000 and Kaboom at \$9,000 a total of \$199,000. Indicated quotes were received from several vendors for lighting, landscaping, etc. There no bids specifications, these are cost estimates through phone calls.

Mr. Schubert: I recommend the Borough Manager distribute the paperwork from the Park and Recreation Committee that is the most accurate on what we committed to do at this point be submitted and available for Council to review.

7. President's Report – President Vickless: No report.

a.

8. Mayor’s Report – Mr. Dennis Troy:

- a. *FYI - Police Contract Negotiation’s has been scheduled for Thursday, August 27, 2015 at 10:00 AM.*

9. Administrative and Finance Committee – Mr. Dean Trent: The following Action Items will be addressed this evening and the remaining items will be considered at the Council meeting:

- a. Consider Minutes of the July 20, 2015 and July 2, 2015 Council Meetings. [**ACTION ITEM**]

Mr. President, I move to approve the Minutes of the July 20, 2015 and July 28, 2015 Council Meetings as submitted.

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

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

- c. Consider ratifying of the bills from July 1, 2015 through July 31, 2015 from the following Borough Fund Accounts:

1. General Fund in the amount of \$444,456.52
2. Sanitary Sewer Fund in the amount of \$382,381.03.
3. Capital Improvement Fund in the amount of \$327,856.53.
4. Liquid Fuels Fund in the amount of \$150,194.90.
5. Non-Uniform Pension Fund in the amount of \$95,876.83
6. Police Pension Fund in the amount of \$31,044.97.

d. Consider hiring _____ as a Part-Time Administrative Clerical position in accordance with the Current Collective Bargaining Agreement contingent upon the successful background check.

e. Consider adopting the 2016 Budget Schedule. **[ACTION ITEM]**

Mr. President, I move the Borough Adopt the 2016 Budget Schedule.

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

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

Mr. Trent continued:

f. FYI – Administration and Finance Committee Meeting is currently being scheduled. Please respond to the Doodle Scheduler.

g. FYI – The 2014 Borough Financial Audit Report will be presented at the next Council Agenda Meeting scheduled for Tuesday, September 22, 2015 at 7:30 PM. Representatives from the Borough’s Auditing Firm, Hosack, Specht, Muetzel & Wood will present the report and answer any questions. A copy of the report will be provided to Council prior to this meeting.

h. Other Items

Mr. Carnevale: Mentioned the following:

- An employee recently retired collecting an entire lump sum
- Administrative fees associated with the Non-Uniform Pension and Police Pension Funds
- Remove the word “Annuities”
- Define Benefit Plan

10. Public Works Committee – Mr. Rich Schubert: No reports this evening.

- a. Other Items

11. Zoning and Ordinance Committee – Ms. Stephanie Fox: The following is an informational item and the remaining items will be discussed/considered at the Council meeting:

- a. ***FYI – There is no Zoning Hearing Board scheduled for August however a Planning Commission Meeting is scheduled on August 20th at 7:00 PM.***
- b. Consider authorizing the Borough Manager to Advertise Ordinance No. 2015-1242; Amending in Limited Part Chapter 197; Trees to state that it shall be the responsibility of property owners to trim or cut the branches or limbs of trees trimmed so that no part of such limbs or branches or of the foliage growing thereon shall encroach onto the adjacent property.

Mr. Schubert: Ms Fox distributed a review of the proposed ordinance; does this address adjoining property?

Manager Zboyovsky: This ordinance is up for discussion at this time. Several Council members commented on the following:

- Any portion of a tree hanging over or onto a structure
- Cut back tree limb/branches hanging over neighbors' property
- Consider the length of branches/limbs to be trimmed/cut
- When a tree branch/limb encroaches on adjacent property you then have a problem.
- Trees touch windows, roofs, garages, sidewalks, etc. It can become a hazard.
- The Borough has a lot of complaints regarding trees; trees are out of control.
- Foliage is not mentioned in the ordinance; Borough received complaints regarding trees
- Foliage is a maintenance item; the property owner is responsible for their property.

Mr. Carnevale: I am not in favor of this ordinance. If you trim a tree you could also kill the tree. Trees have been in the Borough for years; the Borough has even planted some of these trees.

Mayor Troy: If it is a beautiful tree don't destroy it. There are situations where "trees" can be a pending danger on the property line. It is a judgement call. Do we want to be involved in a judgment call? I don't think so.

Mr. Trent: I am for this; I recently had trees cut down because they were touching the window. We took care of it not to have problems with the neighbors.

Manager Zboyovsky: This ordinance will be advertised and available for review.

Mr. Carnevale: I am not in favor of this ordinance.

- b. Sidewalk Cost Sharing Initiative – Ms Fox requested Manager Zboyovsky to give the report.

Manager Zboyovsky: Recently the Borough began the Greenlee Road Paving Project and the newly initiated Sidewalk Cost Sharing Program. This program will be considered similar to an O&M project; this will be done a time schedule over a couple of years. This scheduled plan would then give the residents ample time for residents to prepare financially for this project and have the repair/replacement done. Over a one, two and three year period to make the repairs and move forward. There will be no final commitment until the unit price is determined. The residents will be responsible for one half the cost. Notification letters will be mailed next year if they want to participate. Discussion regarding eligibility to participate and opportunity for residents to review the program prior to commitment. The Borough will consider this a separate line item in the 2016 budget; a stand-alone separate line item project for 2016.

Mr. Carnevale: I don't mind this; there are some sidewalks along Brownsville Road and other streets that have holes in them. They should be repaired so someone doesn't fall or get injured.

12. Park and Recreation Committee – Mr. John Frombach: The following items will be considered this evening and the remainder will be addressed at the Council Meeting.

- a. Consider declining the SHACOG CD 41 – Civic Center ADA Upgrades Grant in the amount of \$13,000 due to the uncertainty of the Civic Center. **[ACTION ITEM]**

Mr. President, I move the Borough decline the SHACOG CD 41 Grant – Civic Center ADA Upgrades in the amount of \$13,000 due to the uncertainty of the Civic Center.

Motion By: M- 3	Mr. Frombach
Second By:	Mr. Trent

Mr. Carnevale: Why are we uncertain with the Civic Center?

Mr. Frombach: The construction costs would be in excess of \$50,000 at this time, we would only receive \$13,000 and it would not be enough to do anything. We were looking to receive about \$43,000 to do the required ADA upgrades. Discussion ensued regarding ADA requirements when renovating a facility.

Solicitor Maloney: When the law went into effect 25 years ago, it was a huge change for so many buildings that were not compliant. It was not to put a burden on the municipality; all new buildings must comply.

Mr. Carnevale: I would like to have that information regarding the ADA requirements.

Solicitor Maloney: I will get the information on the ADA requirements for you.

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. Trent	X		Mr. Vickless	X	
Dr. Pasquantonio			Mayor Troy		

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

- b. Consider authorizing the Parks & Recreation Director to purchase 64 lf of portable fencing from Upbeat Site Furnishing in the not-to-exceed amount of \$2,500.00 to be paid from the Borough's Capital Improvement Fund 18-453-611 Phase III Construction – Misc. **[ACTION ITEM]**

Mr. President, upon the recommendation of the Parks & Recreation Committee, I move to authorize the Parks & Recreation Director to purchase 64 lf of portable fencing from Upbeat Site Furnishing in the not-to-exceed amount of \$2,500.00 to be paid from the Borough's Capital Improvement Fund 18-453-611 Phase III Construction – Misc.

Motion By: M-4	Mr. Frombach
Second By:	Mr. Trent

Mr. Carnevale: This is for the concession stand it is a 4' high x 84" long per section. This is a temporary fence.

President Vickless called for a vote.

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

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

c. ***FYI – There will be a “walk through” of the Stadium to identify a “punch list” of items remaining that need to be addressed by the contractor tomorrow, August 18 beginning at 7:00 PM. All of Council is invited to attend.***

d. Other Items.

13. Public Safety Committee – Mr. Pasquale Carnevale: The following will be considered at the Council meeting; however. The Stop Signs were already installed for safety reasons.

a. Consider adopting Ordinance No. 2015-1241; Stop Sign at Dauphin Avenue facing south, at Hillson Avenue and on Shadewell Avenue, facing south, at Marylea Avenue.

b. Other Items.

Mr. Carnevale: Discussion regarding the hiring of one (1) full time police officer to begin the process of bringing the police force up to the required number. Also consider hiring two (2) part-time officers in the future. I firmly believe we need one (1) full time officer.

Mr. Schubert: This was brought up before the hiring of part time officers to supplement our force. I would not be for hiring a full time person. Next year an officer will leave through the DROP Program. I am for hiring several part time officers and when in need offer them a full time position.

Ms Fox: How many mils is it to hire a police office?

Mr. Carnevale: The 4.5 mils is \$390,000

Mayor Troy: We are down one officer from last year. One senior officer will retire next year; one full time officer and two (2) part time officers could possibly take over for the retired officer. In the near future, we have budget discussions and I hope Council would entertain the suggestion of the Chairman to consider a full time officer.

Mr. Frombach: We absolutely should consider a full time officer, and the more important function is to maintain the safety of the residents of this community. I would request the Safety Committee propose a plan to bring to Council on how many officers we need and have this plan for the budget meeting so we know the cost.

Mr. Carnevale: We have a plan and we have it ready. I could give it to you; we talked with the Mayor and Police Chief and it was discussed. These things have to be met.

Ms Fox: I am not saying to cut the police officers. Just make sure I have officers for doing their best ability. Performance reviews, looking to hire part time until we know everyone performs their job and doing what they are supposed to be doing. How many residents currently do we have?

Mr. Carnevale: Currently there are 9,600 and we have 12 officers on the force. I have officers in this department doing their job to the max of their ability. We need one and half officers for each thousand.

Mr. Schubert: When I spoke with the Manager we were okay with the number of officers we have. Then we reviewed the webinar that was available to watch from someone in law enforcement.

Mayor Troy: We need one officer for each one thousand residents. On the 3-11 shift, we have two officers working during that time. We need a safer community. I will be willing to fight for that paramount to the success of this community and safety of this community.

Mr. Carnevale: I would be 100% against the hiring of a temporary/part-time officer. We need a full time officer. We fought for 15 and now we are down to 12 officers. We could talk in Executive Session on what we need.

President Vickless: I would like to discuss this issue further; however, not at this table. If this is something you have a report, I would ask you to bring this next week for the Executive Session for review and discussion.

14. Community Affairs Committee – In the absence of Dr. Robert Pasquantonio, Mr. Trent stated the following Action Item will be considered:

- a. Consider authorizing Borough Staff to work with Economic Development South and the Brentwood Business Owner's Association to hold an "Open Streets" Event on Brownsville Road between Rt. 51 Brentwood Park and/or Brentwood Park to Sankey Avenue. **[ACTION ITEM]**

Mr. President, I move to authorize the Borough Staff to work with Economic Development South and the Brentwood Business Owner's Association to hold an "Open Streets" Event on Brownsville Road between Rt. 51 Brentwood Park and/or Brentwood Park to Sankey Avenue.

Mr. Carnevale: What type of event will this be?

Manager Zboyovsky: This is something the City of Pittsburgh approved by the County Executive. We could see how it works in an urban environment. We would close the street, it would be for yoga and health related classes and information. It would get people out on the street and be informed of the importance of a healthy life. The businesses would also participate to sell their wares on the sidewalk, restaurants possibly have specials and a disc jockey for the participants to enjoy.

President Vickless called for a vote.

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

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

b. Other Items

15. Special Committees –

a. Funding and Development Committee [S. Fox, D. Trent, and R. Schubert]

Mr. Schubert:

1. FYI – The Funding and Development Committee Meeting- Needs to be rescheduled.

Mr. Carnevale:

1. We also need to schedule a meeting with the Finance Committee.
2. We are in the process of scheduling a Quarterly meeting with the EMS and the BVFC.

b. Other Special Committee Reports

16. Old Business –

Ms Fox: With the work done on Brentwood Avenue, the road bubbled and it is caved in.

Manager Zboyovsky: We will take a look at it and see what contractor did the work.

17. New Business –

Mr. Trent: I would like to have the Department of Public Works or the Code Department take a look at Meadowbrook Boulevard regarding the Tap-in from homes with water in the middle of the street. The plumber needs to come back to the site and make sure the contractor comes back and do it the right way this time.

Also, we have a new scoreboard in the park for the stadium; we need to purchase a new laptop before the first Spartan Game.

Manager Zboyovsky: The question is should the Dukes, the School District or the Borough buy the computer?

Mr. Trent: It should be our (the Borough) equipment; it is a simple program to be put on the lap top. It should also have a backup. We spend so much money in the park and this is a necessity for the scoreboard.

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

a. Ivan Capelli, 3930 Brownsville Rd., came before Council regarding the proposed changes to the current tree ordinance; suggesting the Borough should not get involved as the third party when neighbors have a dispute regarding trees/shrubs overhanging on their property. Also, the ordinance should be clear as to what rights the residents have in regards to cutting/trimming overhanging trees or shrubs. Attention should also be regarding healthy trees that were planted many years ago; not trimmed or cut in a manner as to kill the trees. Diseased and dying trees should be addressed as safety hazards. PA law is also involved. There is the issue of who is responsible for damage, etc. Trees are valuable to real estate, serve as heat and weather related, a breakdown on noise, and the aesthetics of the property.

Mr. Carnevale: I would like the DPW and Vitali to go to the alley in the rear of Delco Road and find out whether it is a private driveway. I will give them the specific address, etc.

19. Adjournment. The meeting adjourned at 9:10 P.M.

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

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

Respectfully submitted,

Mary Lou Garase
Administrative Assistant