

BOROUGH OF BRENTWOOD
AGENDA
May 16, 2016 - AGENDA MEETING MINUTES
7:30 PM

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 PM

1. Call to Order.

The Agenda Meeting was called to order at 7:40 P.M. President Frombach stated the Executive Session was conducted prior to the meeting. Personnel, litigation and real estate matters 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
Mr. Schubert	X	
Ms Fox	X	
Dr. Pasquantonio		X
Mr. Smith	X	
Mr. Carnevale	X	
Mr. Doyle	X	
Mr. Frombach	X	
Solicitor Maloney	X	
Manager Zboyovsky	X	
Mayor Troy	X	

4. Comments on Agenda Action Items Only. Please limit remarks to three minutes.

None.

5. Communications.

Manager Zboyovsky: I will share the communications next week with Council regarding compliments to the Code department and the DPW.

6. Department and Borough Managers Reports:

- 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
- a. Consider Accepting the Department and Borough Manager's Reports [ACTION ITEM]
Mr. President, I move to accept the Department and Borough Manager's Reports for the Period ending April 30, 2016 as presented.

Motion By: Harold Smith

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Fox, Frombach, Schubert, Smith

Absent: Pasquantonio

President: "Motion Passed"

7. President's Report – Mr. John Frombach

President Frombach: The 4th of July Committee is requesting that Council participate in the 4th of July parade. If interested please make your arrangements.

Also, there is a serious issue regarding the need for Parade Marshals to volunteer their time to take charge and assemble the participants in the parade. They will assemble on Churchview Avenue; if we do not receive enough marshals prior to June 1st, the parade will be cancelled.

Mr. Schubert: What do they do?

President Frombach: They are assigned to certain areas for line up of the participants. They start at 7:00 A.M. and remain until 1:00 P.M. when the parade is over. Parade Marshals are required to structure the event. These are all volunteers. We need new people.

Mayor Troy: We need to get the young residents involved. I want to thank Mr. Frombach for the volunteer time he dedicated to the 4th of July Committee over the years. You will be missed next year.

8. Mayor's Report – Mr. Dennis Troy

Mayor Troy: There will be a meeting regarding parking issues on Pyramid, Brentwood, Elroy and Glendale Avenues. The meeting will be on Wednesday, May 18, 2016 at 7:30 P.M. at the Council Chambers. The meeting is open to the public.

Also, there are a lot of violations on Lachman Way; we are requesting the police officers to assist the code department to focus on areas that need attention and that are in violation. I am asking Council to agree on this concept and have the officers note the violations for a couple hours per month.

I will be out of town next week in Harrisburg presenting testimony at the Opiate Addiction Conference. Representative Readshaw will also be present. I will pass on the information to Council.

- a. FYI - Swift911 Web Portal
People can now register their cell phones via the Swift911 Web Portal. The link is available on the Borough's Web Site Home Page www.brentwoodboro.com.

Mayor Troy will address at a later date.
Absent: Pasquantonio

- b. FYI - Permit Parking Update Meeting
Scheduled for Wednesday, May 18, 2016 at 7:00 PM at the Borough Building.

Mayor Troy will address at a later date.
Absent: Pasquantonio

- c. Consider Resolution No. 2016-38: National EMS Week

Mayor Troy: I would like to read a Proclamation recognizing National EMS Week, May 15, 2016 through May 21, 2016. Proclamation as presented to EMS Director JoAnne Cook. Also, would all the EMS members in the audience, please stand and be recognized?

At this time, Mr. Carnevale read Resolution No. 2016-38 celebrating National EMS Week.

Motion By: Pat Carnevale

Second By: Stephanie Fox

Ayes: Carnevale, Doyle, Fox, Frombach, Schubert, Smith

Absent: Pasquantonio

President: "Motion Passed"

9. Administrative and Finance Committee – Mr. Harold Smith

- a. Consider Approving the Minutes from the April 18th and April 25th, 2016 Council Meetings.
[ACTION ITEM]
Mr. President, I move to approve the meeting minutes from the April 18th and April 25th, 2016 Council Meetings.

Motion By: Harold Smith

Second By: Rich Schubert

Ayes: Carnevale, Doyle, Fox, Frombach, Schubert

Absent: Pasquantonio

President: "Motion Passed"

- b. Consider Accepting the Treasurer's Report for the Period Ending April 30, 2016 - [ACTION ITEM]

Mr. President, I move to accept the Treasurer's Report for the Period Ending April 30, 2016.

Motion By: Harold Smith

Second By: Rich Schubert

Ayes: Carnevale, Doyle, Fox, Frombach, Schubert, Smith

Absent: Pasquantonio

President: "Motion Passed"

- c. Consider ratifying the payment of bills from April 1, 2016 To April 30, 2016.

1. General Fund in the amount of \$627,914.18
2. Sanitary Sewer Fund in the amount of \$389,222.99
3. Capital Improvement Fund in the amount of \$106,235.90
4. Liquid Fuels Fund in the amount of \$0.00.
5. Non-Uniform Pension Fund in the amount of \$4,620.50
6. Police Pension Fund in the amount of \$25,645.38

- d. Consider Adopting Resolution No. 2016-36, Approving the First Amendment to the Articles of Agreement with Republic Services for solid waste collection and disposal.

- e. Consider hiring Nick Durkin as engineering intern at a rate of \$11.00/hour

Mr. President, I move the Borough hire Nick Durkin as a 2016 Seasonal Engineering Intern at the rate of \$11.00/Hour to be paid from the Borough's Sanitary Sewer Fund Line Item 08-429.313.

Mr. Carnevale: Do we pay all interns \$11.00?

Mnager Zboyovsky: Yes. We are eligible for the LGA grant every other year, but this is an off year. Interns are always valuable.

Motion By: Harold Smith

Second By: Stephanie Fox

Ayes: Carnevale, Doyle, Fox, Frombach, Schubert, Smith

Absent: Pasquantonio

President: "Motion Passed"

10. Public Works Committee – Mr. AJ Doyle

- a. Consider Awarding 2016 Paving Contract C to El Grande Industries, Inc., the lowest responsible bidder, in the amount of \$18,430.00 to be paid from the Capital Improvement Fund Line Item 18-439-619 Roadway Rehabilitation Project

Mr. Carnevale: Was this bid under \$19,000? Did we have to bid on it?

President Frombach: This was advertised for bids, once advertised you accept the bid and award the bid to the most responsible low bidder. Therefore, we have to award the contract because it was under bid. .

- b. Consider Awarding 2016 Paving Contract D to Baiano Construction the lowest responsible bidder, in the amount of \$89,195.00 to be paid from the Capital Improvement Fund Line Item 18-439-619 Roadway Rehabilitation Project.

Manager Zboyovsky: I spoke with the representative from the City of Pittsburgh regarding the paving of Owendale Avenue, which is shared between the City and Brentwood. There are complications and they may not have the funding per the City of Pittsburgh. We will discuss options with the contractor and possibly select another street to be repaved/repared.

Mr. Smith: How bad is that street?

Manager Zboyovsky: It is bad; we receive many complaints regarding the condition.

President Frombach: We will discuss this next week.

- c. Consider Resolution No. 2016-37; Agreement with SPC - SINC-UP Grant
- d. Consider allocating \$33,403 from the Capital Improvement Fund Line Item 18-439-619 to 18-433-700 associated with the SINC-UP Grant Project

Manager Zboyovsky: This is for Brownsville Road and Marylea Avenue traffic signals.

- e. FYI - "Coffee with the Councilman" - Update

Mr. Doyle: The next "Coffee with the Councilman" will be at DiSilvia's Pizza with the School District and the Shade Tree Commission. Meeting will be on Thursday, May 19, 2016 at 7:00

P.M. Everyone is welcome.

11. Zoning and Ordinance Committee – Ms. Stephanie Fox

- a. FYI-The Zoning & Ordinance Committee will meet on Monday, June 13, 2016 at 6:00 PM
Mr. President, The Zoning & Ordinance Committee will meet on Monday, June 13, 2016 at 6:00 PM

- b. FYI - There is no Planning Commission Meeting scheduled for May.
FYI- There is no Planning Commission meeting scheduled for May.

- c. FYI - A Zoning Hearing Board meeting is scheduled for May 25, 2016.
FYI- Mr. President, the Zoning Hearing Board will meet on May 25, 2016 to consider a request to install a fence in a technical front yard.

- d. Brentwood Youth Exceptional Service Awards (YES Award)

Ms Fox: There are many good deeds that are performed in each community; I think we should begin to recognize those individuals for their good deeds. We could have several age groups for the students, possibly elementary, middle and high school groups. The individuals would be recognized with a Proclamation bi-annually. I would like Council input on this.

Mr. Schubert: This is a good idea. Bi-annually is good to make sure we have enough children involved. We could recognize good deeds with youths in school with public service and making a positive impact. It would also give the community recognition.

Ms Fox: I spoke with members at the school and I would like to know if Council wants to be part of this.

President Frombach: I think it is a great opportunity to seek the individuals that are outstanding in volunteering in any capacity.

Ms Fox: We have important programs, the students could use this for college reference and its good for leadership.

President Frombach: We could gather criteria and begin the program in the fall of the year.

Manager Zboyovsky: We could add a motion to the Agenda next week and authorize to prepare a policy.

- e. Consider appointment to Zoning Hearing Board member.

Ms. Fox: The candidates are Dan Pisaniello, Eugene Werner, and Tyson Miller. Mr. Pisanello is on the Vacancy Board and Mr. Werner is on the Civil Service Commission.

- f. Consider request from St. Sylvester's Parish for refund of Zoning Hearing Board fees

Manager Zboyovsky: St Sylvester Church is requesting a refund for their Zoning Hearing Board appeal regarding an LED sign. If you look at the report, Mr. Peccon provided a detailed explanation of the case. Statements made and provided in the report are not all accurate and the processed documents explain the procedure. This particular case was denied by the Zoning Hearing Board.

Ms Fox: So they are looking for a refund?

Mr. Carnevale: This should be referred to Ms Fox and the Zoning Committee for review, read the sign ordinance on what is permitted and not permitted. There are some discrepancies. Then bring this back to Council for a vote.

Ms Fox: It is now on the Agenda and up for discussion.

Mr. Schubert: I request we discuss this at the committee meeting next month then bring back to Council.

Mr. Carnevale: When you read the Zoning Chapter 10, Article 7, it states no LED signs. You have to refer to the code. I am in favor of the LED lights. If it is not a rolling sign, it should be okay.

Mr. Schubert: The current discussion is regarding St. Sylvester Church refund. The sign discussion is next on the Agenda.

Ms Fox: Mr. Carnevale met with the church and they were confused regarding the ordinance.

Mr. Schubert: I suggest both items be discussed at the committee meeting, then bring back to Council.

Ms Fox: I'm fine with that.

Mr. Carnevale: There are LED signs at the tanning salon and vape store. They are willing to go to court. Maybe St. Sylvesters is willing to go to court over the sign; however, it must be within the 30 day period. The time frame of 30 days is now over.

Ms Fox: We need to clarify the ordinance on LED signs. We will take this to committee for discussion and return to Council with a recommendation. This is off the Agenda for next week. The discussion will be regarding the refund of fees and review of the sign ordinance Chapter 210.

- g. Consider amending, in limited part, Chapter 210 Zoning; Article VII - Signs

12. Parks and Recreation Committee – Mr. Rich Schubert

- a. FYI - Pool Pass Sale Dates

Our highly affordable annual pool passes will be available online beginning May 1st. Alternatively, tags may be purchased in person on the following dates:

May 23rd, 6PM to 8PM at the swimming pool ticket booth

The pool will be opened from Memorial Day weekend through Labor Day weekend. (With limited hours until School is finished). Whether you enjoy splashing in the crystal blue waters, socializing with friends, or just soaking up the sun while reading a book on the deck, our facility offers something for the entire family!

- b. FYI - Brentwood Pool Schedule

Brentwood Pool set to open the weekend of May 28, 29 and Memorial Day May 30 from 11:00am-12:00pm for Adult Swim and to the residents of Brentwood and their guests 12:00pm - 8:00pm.

The Pool will be closed on May 31, June 1, June 2, and June 3. It will reopen on Saturday June 4th and Sunday, June 5th. It will then close and reopen for the Season on June 9th.

- c. Parks & Recreation Committee Meeting - Update

Mr. Schubert: The summer programs scheduled are: Jump Start sports, Movies in the park, Zumba, Boot Camp, Adult hockey, and Community Day. The dedication of the fields was well attended.

Mr. Carnevale: We need to purchase the soccer nets; in the meantime, we can request to use the BAA nets as needed. Also, a safety fence needs to be installed. Council can now get quotes on the soccer nets and the purchase would be out of the 2017 Budget. We buy everything else, this should work out.

The fence near Field 3 needs attention, the fence is below the field in some areas. This will be costly to re-level the field.

Mr. Schubert: The fence location where it is an open area needs immediate attention to avoid a safety hazard.

13. Public Safety Committee – Mr. Pat Carnevale

- a. Consider Resolution No. 2016-33; 2016-2019 Collective Bargaining Agreement with the Brentwood Borough Police Department

- b. Consider Requesting a Certified Police Candidate List

Mr. Carnevale: This needs to be discussed before we make any decision. We need input from the Chief regarding the Certified Police Candidate List process and we need to consider SHACOG. There are regulations that we need to consider prior to making any decisions. The list is good for two years. We are not going to discuss and make a recommendation this evening.

Chief Zeppuhar: If we do this, we will have a list if we do decide to hire.

Mayor Troy: This does not bind us to hire.

Mr. Carnevale: I suggest we wait to hire,

Manager Zboyovsky: According to the Civil Service Commission Regulations we are to select the written and physical examinations and submit to Mr. Gamble to schedule the testing for the same price as SHACOG. The CSC Regulations indicate the Borough is not permitted to go to SHACOG.

Mr. Carnevale: In the past, we did go through SHACOG.

Ms Wichelmann: When testing with multiple municipalities through SHACOG, you may hire a candidate and find out a few months later that the candidate will leave to go to another community because the pay scale is higher. If Brentwood does the testing the test would be for a Brentwood officer only. The candidate would not be eligible for other communities.

Mr. Carnevale: That happened before. We had to rehire.

Manager Zboyovsky: I don't have the breakdown of the cost but there are fees for the testing, the legal and medical examinations, etc.

Mayor Troy: As far as part time officers we are not doing anything about that at this time.

President Frombach: We need to get all the information and review it to make sure we are in compliance with the Rules and Regulations. We can discuss next week and bring back at the June Agenda meeting.

President Frombach: There is a possible retirement at the end of the year. The Sergeant will have completed the DROP Program in December.

- c. Consider acquiring a free Prescription Drug Take Back Box

Chief Zeppuhar: Information regarding this is in the Borough Building lobby near the bus schedules.

Mr. Carnevale: What about Narcan?

Chief Zeppuhar: The Solicitor will send the information to the Teamsters Local 205 to review, sign off by Officer Fisher and have this reviewed and approved by Council. All officers would be required to sign off.

Mayor Troy: This week is also honoring National Fallen Officers Memorial Week. There were 252 names added to the memorial. Since 1991, 20,000 names were added to the list. I want to acknowledge the fine work the police officers do for us on a daily basis. Thank you.

14. Community Affairs Committee – Dr. Robert Pasquantonio

- a. FYI - Refuse/Sewage Bill Combined beginning in July.

Mr. President, I have an FYI - Reminder that beginning in July, Borough residents will no longer received a quarterly bill from Republic Services for Refuse. Instead, their refuse fee will be included on their monthly Sewage Bill from the Borough.

- b. FYI - Brentwood Baldwin Whitehall Community Golf Day - Monday, August 22, 2016

President Frombach: Any resident of Brentwood, Baldwin and Whitehall is invited to the Chamber of Commerce Golf Outing. To sign up contact the South Hills Country Club for information. The cost is \$75 per person, one of the foursome must be a resident of the above mentioned communities. The event is scheduled on August 22, 2016.

- c. Consider Rescheduling/Cancelling the August 22nd and September 19th Borough Council Meeting

Mr. Smith: Why would we want the Council meetings to be rescheduled?,

Mr. Carnevale: Why not June and July?

Mr. Doyle: This conflicts with other events scheduled.

Mr. Carnevale: You want one meeting for the summer?

Manager Zboyovsky: In past years, the Council had minimal meetings during the summer months almost like a summer recess. Prior to that the regular meetings were scheduled and there

would always be someone not available due to vacations, etc. I did some research over a five year period and June, July, August and September were the months involved.

President Frombach: Think about this for next week. Possibly have one meeting in June, July and August. Solicitor will check to see if it is mandatory to have at least one meeting per month.

Mr. Schubert: I am hesitant to vote for this. We need to discuss and decide.

President Frombach: Be prepared to look at dates next week that would work for June, July, August and September.

Mr. Doyle: When was the last time a meeting was cancelled for lack of quorum?

Manager Zboyvosky: It was in 2011 or 2012 due to snow.

- d. Consider sponsoring a Tee Sign for the Brentwood EMS 5th Annual Golf Outing in the amount of \$200.00 to be paid from the General Fund Line Item 01-463-340 Advertising/Marketing [ACTION ITEM]

Mr. President, I move the Borough purchase a Tee Sign associated with the Brentwood EMS' 5th Annual Golf Outing.

Mr. Smith: The motion would include the amount of \$200.00 and the event is on Friday, June 10, 2016. To be paid from the General Fund 014-643-340 advertising/marketing.

Motion By: Harold Smith

Second By: Rich Schubert

Ayes: Carnevale, Doyle, Fox, Frombach, Schubert, Smith, Troy

President: "Motion "

15. Special Committees

Mr. Doyle: The concert has been rescheduled for June 10, 2016. Notification was through the Swift Reach message system.

Mr. Carevale: Who has the right to the use of the Swift Reach Phone System?

Chief Zeppuhar: I am the administrator and not everyone will have access. I will work with the Manager on who will be authorized to use it.

President Frombaqch: It is controlled by a password.

16. Old Business

17. New Business

18. Public Comment

None.

19. Adjournment

The meeting adjourned at 9:40 P.M.

Respectfully submitted,

Mary Lou Garase
Administrative Assistant

Motion By: AJ Doyle

Second By: Harold Smith

Ayes: Carnevale, Doyle, Fox, Frombach, Schubert, Smith

Absent: Pasquantonio

President: "Motion Passed"