

**BOROUGH OF BRENTWOOD
AGENDA
July 17, 2017 - 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.

Called to Order at 7:51 PM

R. Schubert mentioned that an Executive Session was conducted prior to the meeting to discuss Contract items and real estate issues.

2. Pledge of Allegiance.

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. Smith		X
Dr. Pasquantonio	X		Mayor Troy		X
Solicitor	X		Manager Zboyovsky	X	

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

5. Communications.

6. Department and Borough Managers Reports:

- 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 June 30, 2017 as presented.

Motion By: Robert Pasquantonio

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Fox, Pasquantonio, Schubert

Absent: Frombach, Smith

President: "Motion Passed"

7. President's Report – Mr. John Frombach

8. Mayor's Report – Mr. Dennis Troy

9. Administrative and Finance Committee – Mr. Harold Smith

- a. Consider Approving the Minutes from the June 19th & June 26th, 2017 Council Meeting.
[ACTION ITEM]

Mr. President, I move to approve the meeting minutes from the June 19th & June 26th meetings of Council.

Motion By: Stephanie Fox

Second By: Robert Pasquantonio

Ayes: Carnevale, Doyle, Fox, Pasquantonio, Schubert

Absent: Frombach, Smith

President: "Motion Passed"

- b. Consider Accepting the Treasurer's Report for the Period Ending June 30, 2017 [ACTION ITEM]

Mr. President, I move to accept the Treasurer's Report for the Period Ending June 30, 2017.

Motion By: Stephanie Fox

Second By: Robert Pasquantonio

Ayes: Carnevale, Doyle, Fox, Pasquantonio, Schubert

Absent: Frombach, Smith

President: "Motion Passed"

- c. Consider ratifying the payment of bills from June 1 to June 30, 2017. [ACTION ITEM]

Mr. President, I move to ratify payment of the bills from June 1 through June 30, 2017 from the following Borough fund accounts:

- 1. General Fund in the amount of \$573,098.41**
- 2. Sanitary Sewer Fund in the amount of \$989,946.27**
- 3. Capital Improvement Fund in the amount of \$29,535.65**
- 4. Liquid Fuels Fund in the amount of \$0.00.**

5. **Non-Uniform Pension Fund in the amount of \$3,253.01**

6. **Police Pension Fund in the amount of \$24,436.63**

P. Carnevale asked why the Sanitary Sewer amounts were over \$1 million.

G. Zboyovsky indicated that a lot of the O&M related contractor invoices have been paid.

Motion By: Stephanie Fox

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Fox, Pasquantonio, Schubert

Absent: Frombach, Smith

President: "Motion Passed"

- d. Consider approving the Workers Compensation Insurance policy for Brentwood Borough, Brentwood Volunteer Fire Company, and Brentwood EMS volunteers for a period of August 1, 2017 through July 31, 2018 in an amount of \$242,581 to be paid from the Borough General Fund Line Item 01-486-354 Workers Compensation. [ACTION ITEM]

Mr. President, I move to approve the renewal of the Workers Compensation Insurance policy with AmTrust (formerly AmeriHealth) Insurance Company for the Borough of Brentwood, Brentwood Volunteer Fire Company, and Brentwood EMS volunteers for the period of August 1, 2017 to July 31, 2018 in the total amount of \$242,581 and authorize the Borough Manager to submit all necessary documents to bind coverage.

Motion By: Stephanie Fox

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Fox, Pasquantonio, Schubert

Absent: Frombach, Smith

President: "Motion Passed"

10. Public Works Committee – Mr. AJ Doyle

- a. Consider awarding the 2017 Sidewalk Restoration Program contract to XXXXXX in the amount of XXXXX to be paid from Capital Improvement Fund Line Item 18-439.610: Sidewalk Repair.

Bids will be opened on Thursday, July 20th. Following review of the bids a recommendation will be made to council for their consideration during the July 24, 2017 Council meeting.

A. Doyle gave an update on the Bid Opening scheduled for July 20th at 11 AM

- b. Consider setting the 2017 Shared Cost Sidewalk Program unit price at XXXX per square foot.

Once the Borough receives the Unit Prices from the Bids, Council will be able to determine the 2017 Sidewalk Unit Rate. This item will be acted on next week.

A. Doyle gave an update.

11. Zoning and Ordinance Committee – Ms. Stephanie Fox

- a. Consider revising Chapter 177; of the Brentwood Borough Code pertaining to Stormwater Management. [ACTION ITEM]

Mr. President, I move the Borough authorize the Borough Manager to review the Borough's current Stormwater Management Ordinance and work with the Borough's engineering and recommend any improvements to the current ordinance for Council to consider.

S. Fox gave an update that this Ordinance will be looked into for improvements.

G. Zboyovsky stated that this motion is only authorizing the Borough staff to begin the process. Will look to see when the County's Stormwater Ordinance will be completed.

Motion By: Stephanie Fox

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Fox, Pasquantonio, Schubert

Absent: Frombach, Smith

President: "Motion Passed"

12. Parks and Recreation Committee – Mr. Pat Carnevale

- a. Consider adopting Resolution No. 2017-46: Surplus Property [ACTION ITEM].

Mr. President, I move to adopt Resolution 2017-46, declaring certain Parks & Recreation Department equipment as surplus property and authorizing the sale of the same.

R. Schubert asked what happens if equipment that is not sold.

Solicitor Robb mentioned that some kind of Resolution or Motion should be made to officially get rid of surplus equipment that cannot be sold.

G. Zboyovsky will look into preparing a resolution or policy that states the process for getting rid of surplus equipment that is not sold.

Motion By: Pat Carnevale

Second By: Stephanie Fox

Ayes: Carnevale, Doyle, Fox, Pasquantonio, Schubert

Absent: Frombach, Smith

President: "Motion Passed"

- b. FYI - Concerts in the Park

FYI, Mr. President, the final concert of the season will take place on August 5th. Detroit-based quartet Sinjon Smith will cover a variety of danceable tunes from popular rock and pop artists.

- c. FYI - Movies in the Park

FYI- Mr. President, the next movie in the park will take place this Friday, July 21st. The Borough will present the family-friendly, science fiction classic "E.T."

- d. Consider request from the Brentwood Park Initiative to install a new pavilion and foundation/floor in the Brentwood Borough Park [ACTION ITEM]

Mr. President, due to the time sensitive nature of this project, I'd like to move the Borough approve the request from the Brentwood Park Initiative to install a new pavilion and foundation/floor, in accordance with all Borough Codes and other applicable building codes, in the Brentwood Borough Park at the location of the former playground. [Note: Said Pavilion will then be conveyed to the Borough]

Discussion ensued regarding the location and the access to the pavilion.

Question was asked regarding the need for a gate through the handrails to install a gate.

R. Schubert asked who is responsible for installing an ADA pathway to the Pavilion?

P. Carnevale stated that the BPI will install the pathway to the Pavilion.

R. Schubert asked if there was going to be electricity.

P. Carnevale replied not at this time but electricity will be installed.

Motion By: Pat Carnevale

Second By: Stephanie Fox

Ayes: Carnevale, Doyle, Fox, Pasquantonio, Schubert

Absent: Frombach, Smith

President: "Motion Passed"

- e. Consider awarding the Brentwood Pool Renovations Project - Phase I to xxxxxxxx in the amount of \$xxx,xxx to be paid from the Borough's Capital Improvement Fund Line Item 18-452-611 Pool Improvements.

Mr. President, the Bid Deadline is Thursday, July 20th. Gateway Engineer's will review the bids and provide the Borough with a recommendation for award during the July 24th Council meeting.

P. Carnevale indicated that the Pool Renovation's contract Bid Opening is scheduled for Thursday, July 20th at 10:00 AM.

13. Public Safety Committee – Mr. Pat Carnevale

- a. Consider adopting Resolution No. 2017-45: Safety Committee Appointments. [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2017-45, appointing the representatives of the Brentwood Borough Employee Safety Committee to a one year term beginning July 1, 2017.

P. Carnevale explained who the members of the Borough Employee Safety Committee are.
Motion By: Pat Carnevale

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Fox, Pasquantonio, Schubert

Absent: Frombach, Smith

President: "Motion Passed"

- b. Consider renewing the Annual Service Agreement with SBM Electronics [ACTION ITEM]

Mr. President, I move the Borough renew the annual service agreement with SBM Electronics Services for the period of July 1, 2017 to June 30, 2018 in the amount of \$1,616.84 to be paid from the Borough's General Fund Line Item 01-410-450 Contracted Services.

Motion By: Pat Carnevale

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Fox, Pasquantonio, Schubert

Absent: Frombach, Smith

President: "Motion Passed"

- c. FYI - The next Public Safety Committee Meeting will be held on Thursday, August 10th at 8:00 PM. This meeting will be with the BVFC.

Mr. President, the next Public Safety Committee Meeting will be held on Thursday, August 10th at 8:00 PM. This meeting will be with the BVFC.

14. Community Affairs Committee – Dr. Robert Pasquantonio

- a. FYI - Community Day Update

The 2nd Annual Community Day was a huge success! Thank you to the participating residents and vendors for making this event even bigger and better than last year! Plans are already underway to hold next year's Community Day on June 30, 2018.

R. Pasquantonio stated the 2017 Community Day was a huge success. Plans are already underway for next year's plans.

P. Carnevale asked if the Crossing Guards could be paid time and half?

G. Zboyovsky will add to the agenda for Council to Consider during next week's Council meeting. In the future, if the Crossing Guards do not organize, this request could be added to the annual 4th of July Resolution.

15. Special Committees

P. Carnevale indicated that the Public Safety Committee met on Monday July 10th. EMS was there to discuss items.

Absent: Frombach, Smith

16. Old Business

- a. FYI - 10 - Year Capital Improvement Plan

FYI - Draft copies of the proposed 10-Year Capital Improvement plan worksheets/summary tables have been provided and will used to review and discuss the plan in detail during the July 24th Council meeting.

S. Fox mentioned that next week's meeting the CIP will be discussed.

R. Schubert also mentioned that the Borough Manager will have a 10-year forecast on the impact on the General Fund.

17. New Business

- a. Consider adopting Resolution No. 2017-44, authorizing an application for a \$10,000 grant to assist with the demolition of 10 Marylea Ave. [ACTION ITEM]

Mr. President, I move the Borough adopt Resolution No. 2017-44, authorizing an application for a \$10,000 grant to assist with the demolition of 10 Marylea Ave.

A. Doyle explained what the Grant is. He indicated that he was working with Sen. Brewster's office and was informed to keep the request at \$10,000.00. It is a reimbursement grant.

Motion By: AJ Doyle

Second By: Stephanie Fox

Ayes: Carnevale, Doyle, Fox, Pasquantonio, Schubert

Absent: Frombach, Smith

President: "Motion Passed"

18. Public Comment

G. Werner - Question on 10-12 Marylea and why does the Borough pay taxes on it?

R. Schubert indicated that it may be used for future development.

Absent: Frombach, Smith

19. Adjournment

Motion By: AJ Doyle

Second By: Robert Pasquantonio

Ayes: Carnevale, Doyle, Fox, Pasquantonio, Schubert

Absent: Frombach, Smith

President: "Motion "