

**BOROUGH OF BRENTWOOD
AGENDA
September 19, 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: 6:00 PM

1. Call to Order.

Called to order at 7:41PM.

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.

None.

5. Communications.

- a. Julie Mccarthy - Thank You and Janet Tarker Thank You.

Thank you to the Borough (Jim Attanucci) for assisting the library on their Relay For Life Team Bake Sale and for the many events going on in the Borough

Janet Tarker from 33 West Francis Avenue - Gives a shoutout to DPW for the quick response for their fixing a Pothole

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 August 31, 2017 as presented.

Motion By: Rich Schubert

Second By: Harold Smith

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

President: "Motion Passed"

7. President's Report – Mr. John Frombach

Mr. Frombach thanked EMS for its quick response to providing assistance when he experienced a recent injury.

8. Mayor's Report – Mr. Dennis Troy

No report.

9. Administrative and Finance Committee – Mr. Harold Smith

- a. Consider Approving the Minutes from the August 21st and August 28th, 2017 Council Meetings.[ACTION ITEM]
Mr. President, I move to approve the meeting minutes from the August 21st and August 28th, 2017 Council Meetings.

Motion By: Harold Smith

Second By: AJ Doyle

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

President: "Motion Passed"

- b. Consider Accepting the Treasurer's Report for the Period August 31, 2017 [ACTION ITEM].
Mr. President, I move to accept the Treasurer's Report for the Period Ending August 31, 2017.

Motion By: Harold Smith

Second By: Stephanie Fox

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

President: "Motion Passed"

- c. Consider ratifying the payment of bills from August 1, 2017 To August 31, 2017.[ACTION ITEM]

Mr. President, I move the Borough ratify the payment of the bills for the period of August 1 through August 31, 2017 from the following Borough Fund Accounts:

1. **General Fund in the amount of \$427,957.25**
2. **Sanitary Sewer Fund in the amount of \$258,717.97**
3. **Capital Improvement Fund in the amount of \$419,843.42**
4. **Liquid Fuels Fund in the amount of \$0.00**
5. **Non-Uniform Pension Fund in the amount of \$2,159.58**
6. **Police Pension Fund in the amount of \$23,342.57**

Motion By: Harold Smith

Second By: Robert Pasquantonio

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

President: "Motion Passed"

- d. Consider approving the contract with Snyder Brothers for the supply of natural gas. [ACTION ITEM]

Mr. President, I move the Borough renew the contract with Snyder Brothers for the supply of natural gas for the Period of October 1, 2017 to September 30, 2020.

Motion By: Harold Smith

Second By: Stephanie Fox

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

President: "Motion Passed"

- e. Consider approving the Long Term Disability (LTD), Short Term Disability (STD), Accidental Death and Dismemberment (AD&D), and Life Insurance policies for Brentwood Borough for the period of October 1, 2017 through December 31, 2018. [ACTION ITEM]

Mr. President, I move to approve the Long Term Disability, Short Term Disability, Accidental Death and Dismemberment, and Life Insurance policies for Brentwood Borough with the Unum Group for the period of October 1, 2017 through December 31, 2018 and authorize the Borough Manager to submit all necessary documents to bind coverage. (Note: Results in an estimated 8.5% savings from current policy)

Motion By: Harold Smith

Second By: Pat Carnevale

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

President: "Motion Passed"

- f. FYI- Schedule for review of sewage lockbox and billing agreements.

FYI- Mr. President, the Borough's contract with PNC bank for sewage billing services is set to expire at the close of 2017. The Borough has attained quotes from financial institutions for providing a lockbox and an online payment system. Additionally, final proposals are being received from commercial printers for the creation and mailing of the paper bills.

A summary of vendor options will be provided to Council by October 2nd. It is anticipated that Council will discuss these options at its October Agenda Meeting and approve a contract at its Regular Meeting.

10. Public Works Committee – Mr. AJ Doyle

Mr. Doyle reported that a team from Brentwood High School is one of two F1 teams in the country that have been invited to participate in an international tournament to be held in Malaysia.

Mr. Schubert thanked DPW for reducing costs associated with the construction of the Brednick St. steps by using internal staff to perform framing work.

- a. Consider authorizing Borough requested Change Order No. 1 to Facchiano Contracting in the not-to-exceed amount of \$25,000.00 associated with concrete sidewalk and curb improvements on Brentwood Avenue, Clermont Avenue, Sceneridge Ave. Brednick Ave. and Bookman Avenue to be paid from the Capital Improvement Fund 18-439-619 Roadway Rehabilitation Projects. [ACTION ITEM]

Mr. President, I move the Borough to Authorize Change Order No. 1 to Facchiano Contracting in the not-to-exceed amount of \$25,000.00, which is associated with concrete sidewalk and curb improvements on Brentwood Avenue, Clermont Avenue, Sceneridge Ave. Brednick Ave. and Bookman Avenue, and is to be paid from Capital Improvement Fund Line Item 18-439-619: Roadway Rehabilitation Projects.

Mr. Schubert asked if the motion impacts the residential sidewalk repairs. Manager Zboyovsky responded that such expenses were previously approved and that this item is designed to ensure that uniform curbs can be established on the targeted streets. Such repairs would otherwise not be completed until said roadways are repaved, which will not occur for at least ten years.

Mr. Carnevale stated that this expenditure is possible due to the receipt of a low bid on the paving program; asserted that such funds would have been better spent to fund alley improvements.

Motion By: AJ Doyle

Second By: Robert Pasquantonio

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

Nays: Carnevale

President: "Motion Passed"

- b. Consider approving the Work Authorization from Gateway Engineers Associated with Borough of Brentwood Source Reduction Study Project in the Amount of \$15,000 to be paid from the Sanitary Sewer Fund Line Item 08-429-313 - Engineering Services. [ACTION ITEM]

Mr. President, I move the to approve the Work Authorization from Gateway Engineers associated with the completion of Source Reduction Study Project in the not-to-exceed amount of \$15,000 to be paid from Sanitary Sewer Fund Line Item 08-429-313 - Engineering Services.

Mr. Carnevale asked for clarification on the motion. Manager Zboyovsky responded that this study is mandated by Pennsylvania DEP as part of maintenance of our MS4 permit; its purpose is to develop strategies for reducing stormwater infiltration.

Motion By: AJ Doyle

Second By: Robert Pasquantonio

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

President: "Motion Passed"

11. Zoning and Ordinance Committee – Ms. Stephanie Fox

- a. Consider altering commercial vehicle parking regulations under Chapter 154 of the Borough Code [DISCUSSION ITEM]

Ms. Fox reported that the Z&O Committee recommended implementing a draft that is similar to Option A but that includes minor revisions related to parking restrictions for vehicles with toolboxes.

Mr. Schubert stated that he is supportive of most of the language in Option A but would like to implement a system for providing paid permits to individuals without access to off-street parking.

Consensus of Council to, at the upcoming regular meeting, consider advertising intention of adopting a revised draft.

- b. Consider authorizing the Borough Manager and Solicitor to revise Borough Code Chapter 167: Sewage to include language associated with implementing a backflow preventor installation program. [DISCUSSION]

12. Parks and Recreation Committee – Mr. Pat Carnevale

- a. FYI- Pumpkin Patch Event in Brentwood Park
FYI, Mr. President, the Borough will hold its second annual Pumpkin Patch in the Park event on October 15th from 12PM to 2PM. Children are invited to select their favorite gourd and to create festive designs using our free decorating supplies.
- b. FYI - Pavilion Update
FYI- Mr. President, preliminary site work has been performed at the location of the pavilion. The excavation of the footings was completed today. It is estimated that the project will be finalized by the middle of October.
- c. Consider approval of revised scope of work for swimming pool improvements [DISCUSSION ITEM].

Mr. Carnevale stated that the P&R Committee recommends the approval of Option C but with the removal of the internal lighting components. Manager Zboyovsky reported that the selection of this scope precludes the installation of any future play features.

13. Public Safety Committee – Mr. Pat Carnevale

- a. Consider extending the Buckle-Up PA Grant Agreement for a period of October 1, 2017 to September 30, 2018. [ACTION ITEM]
Mr. President, I move the Borough extend the Buckle-Up PA Grant Agreement for a period of October 1, 2017 to September 30, 2018 and authorize the Police Chief to prepare, execute, and submit the necessary documents.

Motion By: Pat Carnevale

Second By: AJ Doyle

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

President: "Motion Passed"

- b. Consider renewing the police car washing contract with Mr. Magic for a period of January 1, 2018 through December 31, 2018 [ACTION ITEM].
Mr. President, I move to renew the agreement with Mr. Magic Cash Wash for the washing of police department vehicles for a period beginning January 1, 2018 and ending December 31, 2018.

Motion By: Pat Carnevale

Second By: Robert Pasquantonio

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

President: "Motion Passed"

14. Community Affairs Committee – Dr. Robert Pasquantonio

- a. FYI - Brentwood Baldwin Whitehall Chamber of Commerce Chili Cookoff scheduled for October 28th

The Brentwood Baldwin Whitehall Chamber of Commerce will hosts its second annual Chili Cookoff on Saturday, October 28th from 11:30AM to 2:30PM at the Brentwood Civic Center. Entry forms are available on the Borough website and must be submitted by October 17th.

15. Special Committees

Dr. Pasquantonio reported that the Walking Trail Committee met to devise preliminary plans for action at the site. Discussion ensued regarding the legality of the use of ATVs on public land.

Ms. Fox stated that, at the Joint Council-School Board Meeting, a discussion took place to consider the implementation of a drug prevention program.

16. Old Business

- a. Consider authorizing the Borough Manager and Solicitor to proceed with the purchasing of 3735 Brownsville Road in accordance with the previously approved Sales Agreement for the Sale of Real Estate [ACTION ITEM]

Mr. President, I move the Borough authorize the Borough Manager and Solicitor to proceed with the purchasing of 3735 Brownsville Road in accordance with the previously approved Sales Agreement for the Sale of Real Estate.

Motion By: Rich Schubert

Second By: Harold Smith

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

President: "Motion Passed"

- b. Consider Work Authorization from HHSDR to complete Final design contract documents associated with a new Municipal Building in the amount of \$332,000 to paid from the Capital Improvement Fund Line Item 18-409-313 [DISCUSSION]

Mr. Carnevale asked Council to consider the construction of a steel building at the site of the privately owned soccer field on Brentwood Avenue. Mr. Fombach reviewed previously evaluated options and asserted that there is no other viable alternative to the proposal to construct at the Snee Dairy property. Dr. Pasquantonio affirmed that it is not economical to expend additional funds on feasibility studies.

- c. Consider authorizing the Borough Manager to prepare a Request for Proposals for Construction Management Services associated with the Design and Construction of a new Municipal Building [DISCUSSION]

17. New Business

No items.

18. Public Comment

Dolly Balkovec, 45 W. Willock Rd., asserted that the Brentwood Avenue site would be inadequate for EMS operations due to the narrow width of the street.

Clyde Zimmerman, 3025 Grayson Ave., asked for a final figure on the Snee Dairy purchase price. Manager Zboyovsky reported that such figure is contingent upon the receipt of costs for environmental remediation.

Helen, Scharrer, 112 Kaufmann Ave., commented on a number of items. Asked if the pool construction process would impact the 2018 season and requested curb improvements on her street.

Eugene Werner, 4328 Brownsville Road, asked for alterations to the definition of oversized vehicle in the parking ordinance.

Jerry Livingston, 4069 Dalewood Street, asserted that, within the parking ordinance, the definition of a commercial vehicle should focus exclusively on weight.

Sandy Andrews, 4066 Dalewood Street, questioned commercial vehicle parking regulation enforcement. Asked for the creation of a separate board to consider requests for on-street parking permits.

19. Adjournment

Adjourned at 9:53PM.

Motion By: AJ Doyle

Second By: Harold Smith

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

President: "Motion "