

BOROUGH OF BRENTWOOD
AGENDA
October 23, 2017 - REGULAR 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.

Gateway Presentation: 5:30 PM Executive Session: 7:00 PM

1. Call to Order.

Called to order at 7:36PM.

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. Presentation

a. HHS DR - Mat Franz RE. Borough Building Options

Mr. Franz presented two site designs, one of which included space for EMS and one of which did not, for the construction of a single building at the Snee Dairy property. Mr. Schubert asked Chief Zeppuhar and EMS Director Joanne Cook if the option that contained shared space on the first floor included sufficient space. Both parties discussed certain programming deficiencies. Mr. Franz responded that room sizes could likely be reconfigured to suit these functions.

Mr. Franz also presented a design to renovate the civic center for administrative functions; the Snee Dairy site would subsequently be used to house a one story structure. Mr. Carnevale asked what how the site would be stabilized following the removal of the deteriorated pool house and patio. Mr. Franz stated that a retaining wall with a decorative walkway would be erected to protect this shallow foundation.

Dr. Pasquantonio asked how the transfer of operations to the civic center would affect recreational programs. Discussion ensued regarding better utilization of the community room.

Mr. Doyle questioned handicapped accessibility at the civic center site. Mr. Franz reviewed proposed walkway and parking improvements.

Mr. Doyle asked if it was possible to construct the Snee Dairy property in such a way that a second floor could be added in the future. Mr. Franz responded that planning for such an option would require an additional approximately \$500,000 in upfront structural improvements.

Mr. Schubert asked if the plans to include EMS at the Snee Dairy site were contingent upon the receipt of rent payments from this organization. An extended discussion ensued regarding options that could be presented to this group to ensure that they had a financial stake in the project.

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

Eugene Werner, 4328 Brownsville Road, questioned how Council could vote on a building option without having solid figures on the minimum necessary square footage for EMS operations. Mr Frombach replied that the Borough has received preliminary estimates but has not yet sat down with this organization to delve into the details of particular functions.

6. Communications.

None.

7. President's Report – Mr. John Frombach

Mr. Frombach wished Brentwood youths a safe and enjoyable Trick-or-Treating event.

8. Mayor's Report – Mr. Dennis Troy

9. Administrative and Finance Committee – Mr. Harold Smith

- a. Consider Resolution No. 2017-50: Lease Agreement with Ford Business Machines Inc. for Borough Copy Machines [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2017-50, authorizing the Borough to enter into an agreement with Ford Business Machines Inc. for the lease of two copy machines contingent upon the Solicitor's review of said agreement.

Motion By: Harold Smith

Second By: AJ Doyle

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

President: "Motion Passed"

- b. Consider Resolution No. 2017-63: Sewage Lockbox & Electronic Payment Agreement with Brentwood Bank [ACTION ITEM].

Mr. President, I move to adopt Resolution No. 2017-63, authorizing the Borough to enter into a three (3) agreement with Brentwood Bank to provide a lock-box and electronic payment system for the collection of sewage and refuse bills for the period beginning

January 1, 2018 through December 31, 2020 contingent upon the Solicitor's review.

Mr. Smith asked if the new online payment portal would support electronic fund transfers. Assistant Manager Peccon replied that Brentwood Bank will be utilizing a software provider with a highly customization platform, and a procedure can likely be developed to provide for this function; outgoing vendor PNC could neither accommodate this request nor could they give customers a mechanism to sign up for paperless billing.

Motion By: Harold Smith

Second By: AJ Doyle

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

President: "Motion Passed"

- c. Consider Resolution No. 2017-64: Sewage Printing & Mailing Agreement with Pittsburgh Mailing [ACTION ITEM].

Mr. President, I move the Borough adopt Resolution No. 2017-64: authorizing the Borough's entering into a three (3) Year agreement for Sewage Printing & Mailing with Pittsburgh Mailing for the period beginning January 1, 2018 through December 31, 2020 contingent upon the Solicitor's review.

Motion By: Harold Smith

Second By: AJ Doyle

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

President: "Motion Passed"

- d. Consider Resolution No. 2017-62; 2018 Non-Union and Non-Contractual Employees Salaries [ACTION ITEM]

Mr. President, I move to approve Resolution No. 2017-62, which sets the 2018 non-Union and non-Contractual employee salaries.

Motion By: Harold Smith

Second By: Rich Schubert

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

President: "Motion Passed"

10. Public Works Committee – Mr. AJ Doyle

- a. Consider advertising revised Ordinance No. 2017-1259: Stormwater Amendments [ACTION ITEM]

Mr. President, I move to authorize the advertising of the revised draft of Ordinance No. 2017-1259: Stormwater Amendments.

Motion By: AJ Doyle

Second By: Harold Smith

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

President: "Motion Passed"

11. Zoning and Ordinance Committee – Ms. Stephanie Fox

- a. Consider adopting Resolution No. 2017-59: Reappointing C. Wirth to Planning Commission [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2017-59, reappointing Carol Wirth to a four-year term on the Brentwood Planning Commission, which ends December 31, 2021.

Motion By: Rich Schubert

Second By: Harold Smith

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

President: "Motion Passed"

- b. Consider adopting Resolution No. 2017-61: Reappointing R. Newman to UCC Board [ACTION ITEM].

Mr. President, I move to adopt Resolution No. 2017-61, reappointing Roger Newman to a three-year term on the Brentwood Borough Uniform Construction Code/International Property Maintenance Code Board of Appeal, which ends December 31, 2020.

Motion By: Rich Schubert

Second By: Harold Smith

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

President: "Motion Passed"

- c. Consider adopting Resolution No. 2017-65: Reappointing T. Miller to Planning Commission [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2017-65, reappointing Tysen Miller to a four-year term on the Brentwood Planning Commission.

Motion By: Rich Schubert

Second By: Pat Carnevale

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

President: "Motion Passed"

- d. Consider adopting Resolution No. 2017-66: Appointing E. Werner to Planning Commission [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2017-66, appointing Eugene Werner to fill an unexpired term on the Brentwood Planning Commission, which expires December 31, 2018.

Motion By: Rich Schubert

Second By: Harold Smith

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

President: "Motion Passed"

- e. Consider adopting Resolution No. 2017-67: Appointing Christine Stormer to Planning Commission [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2017-67, appointing Christine Stormer to a four-year term on the Brentwood Planning Commission, which begins January 1, 2018 and ends December 31, 2021.

Motion By: Rich Schubert

Second By: Harold Smith

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

President: "Motion Passed"

12. Parks and Recreation Committee – Mr. Pat Carnevale

- a. Consider approval of revised scope of work for swimming pool improvements in the not-to-exceed amount of \$12,000 to be paid from Capital Improvement Fund Line Item 18-439.313 [ACTION ITEM]

Mr. President, I move to approve the work authorization from The Gateway Engineers to prepare bid documents for the restoration of the Brentwood Pool in accordance with the scope of work listed in Option Three in the not-to-exceed amount of \$12,000 to be paid from Capital Improvement Fund Line Item 18-439.313.

Motion By: Pat Carnevale

Second By: AJ Doyle

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

President: "Motion Passed"

13. Public Safety Committee – Mr. Pat Carnevale

- a. Consider adopting Resolution No 2017-60: Updates to Civil Service Rules & Regulations [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2017-60, which ratifies the 2015 amendments to the Brentwood Borough Civil Service Rules & Regulations.

Motion By: Pat Carnevale

Second By: Rich Schubert

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

President: "Motion Passed"

- b. Council Approval of Police Procedures/Operations/Policies [DISCUSSION]

Mr. Carnevale moved to defer discussion of this item pending receipt of a written opinion from the solicitor.

14. Community Affairs Committee – Dr. Robert Pasquantonio

- a. Consider adopting Resolution No. 2017-68; Appointing Matthew Hunter to the Shade Tree Commission [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2017-68, which appoints Matthew Hunter to fill an unexpired term on the Brentwood-Baldwin-Whitehall Shade Tree Commission, which ends December 31, 2019.

Motion By: Robert Pasquantonio

Second By: Harold Smith

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

President: "Motion Passed"

15. Special Committees

Dr. Pasquantonio reported that the recent clean-up event yielded the removal of a full dump truck load of debris from The Hollow.

16. Old Business

- a. Consider Work Authorization from Skelly and Loy Engineering-Environmental Consultants to provide hazardous materials, UST, and asbestos abatement consulting services and required

construction monitoring service for the planned demolition of the Snee Dairy property building and 10 Marylea Avenue Building in the Not-To-Exceed Amount of \$17,275 to paid from the Borough Building Fund Line Item 19-409-314. [ACTION ITEM]

Mr. President, I move to approve the Work Authorization from Skelly and Loy Engineering-Environmental Consultants to provide hazardous materials, UST, and asbestos abatement consulting services and required construction monitoring service for the planned demolition of the Snee Dairy property building and 10 Marylea Avenue Building in the Not-To-Exceed Amount of \$17,275 to paid from the Borough Building Fund Line Item 19-409-314.

Motion By: Rich Schubert

Second By: AJ Doyle

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

President: "Motion Passed"

- b. Consider Work Authorization from Gateway Engineers to prepare bid documents for the demolition of the Snee Dairy Building and 10 Marylea Avenue in the not-to-exceed amount of \$7,500 to paid from the Borough Building Fund Line Item 19-409.314 [ACTION ITEM]

Mr. President, I move to approve the Work Authorization from Gateway Engineers to prepare bid documents for the demolition of the Snee Dairy Building and 10 Marylea Avenue in the not-to-exceed amount of \$7,500 to paid from the Borough Building Fund Line Item 19-409.314

Motion By: Rich Schubert

Second By: Harold Smith

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

President: "Motion Passed"

- c. Consider authorizing Borough Architect, HHSDR, to proceed with final design documents associated with Option [x] [ACTION ITEM]

Mr. President, I move the Borough authorize HHSDR Architects to proceed with final design documents associated with the following Option: [Choose only 1 option]

Option No. 1 - Police, EMS, Admin, and Council at Snee Dairy Site

Option No. 2 - Police, Admin, and Council at Snee Dairy Site [No EMS]

Option No. 3 - Police and EMS at Snee Dairy Site/Admin and Council at Renovated Civic Center

Option No. 4 - Police at Snee Dairy with Admin and Council at Renovated Civic Center

Motion to approve option three.
Motion By: Rich Schubert

Second By: Harold Smith

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

President: "Motion Passed"

d. 10 - Year Capital Improvement Plan [DISCUSSION]

FYI - Revised 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 during the October 23rd Council meeting.

Mr. Schubert asked for the discussion of the Capital Improvement Plan to be incorporated into the agenda of the upcoming budget workshop.

17. New Business

None.

18. Public Comment

Chad Ringbloom, 3904 Lawnwood Ave., questioned the viability of the current municipal building site for redevelopment. Mayor Troy explained that, due to location and lot size, the parcel has potential for construction of a mixed-use building. Mr. Ringbloom also asked for an explanation as to why the cost projections for the renovation of the existing municipal complex exceed the project prices for a new building. Mr. Frombach reviewed the areas of significant deterioration and explained that the structure contains a multitude of haphazardly arranged additions that will be extremely costly to disentangle.

19. Adjournment

Adjourned at 9:49PM.
Motion By: Harold Smith

Second By: AJ Doyle

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

President: "Motion Passed"