

**BOROUGH OF BRENTWOOD  
AGENDA  
November 6, 2017 - SPECIAL MEETING MINUTES  
7:00 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](http://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 7:03PM.

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

***During the October 23, 2017 Regular Borough Council Meeting, Brentwood Council approved to proceed with Option No. 3 - Police and EMS at Snee Dairy Site/Admin and Council at Renovated Civic Center.***

***This meeting is to discuss this option with Brentwood EMS.***

Matt Franz, HHSDR Architects, reviewed revisions to the proposal for the construction of a Police/EMS facility at the Snee Dairy site.

Ms. Fox questioned if it will be necessary to reconfigure Hillman Street to one way status to aid emergency vehicles with egress.

Mayor Troy asked if the mechanical area could be located to a sub-basement. Mr. Franz replied that the square footage savings would be limited due to the need to install a staircase.

Mr. Frombach requested that EMS provide commentary on the plans. Joann Cook,

Brentwood EMS President, asserted a need for kitchen and laundry facilities. Mr. Fanz responded that such items could be incorporated into the proposed EMS lounge. Also asked for a public entrance to be added.

Mr. Carnevale asked Ms. Cook if the current plan was sufficient for the organization's needs. Ms. Cook replied that there is a insufficient space for records storage and that there are issues with the lack of gender separation in the sleeping quarters.

Mr. Schubert expressed concern over the sustainability of Brentwood EMS and asked if this agency has a long term plan for replacing its aging capital assets and ensuring that it remains independent.

Mr. Frombach discussed plans for EMS to contribute financially to the building construction project. Reviewed annual payments by other municipalities to their EMS providers, which are significantly lower than those offered by Brentwood. Ms. Cook stated that agency operations would be substantially impacted by a major reduction in the Borough allocation.

Mr. Carnevale asserted that Council must determine the requested amount of the annual rent payment before moving forward with the building plans. Mr. Frombach stated that the Borough would be willing to bring in government financial consultant PFM to help EMS review operations and to look for ways to improve its collection rates.

Mr. Frombach requested the police department to provide commentary on the plans. Chief Zeppuhar stated that an additional sally port would be necessary so as to provide storage space for a vehicle that is recovered as evidence. Also asked for space for meter personnel to process receipts and perform equipment repairs. Mr. Carnevale asserted that both such operations could be shifted to the DPW building.

Mr. Frombach asked if repurposing the police conference room as shared space for both organizations is feasible, and Chief Zeppuhar responded affirmatively.

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

No action items.

**6. Communications.**

None.

**7. President's Report – Mr. John Frombach**

None.

**8. Mayor's Report – Mr. Dennis Troy**

None.

**9. Administrative and Finance Committee – Mr. Harold Smith**

None.

**10. Public Works Committee – Mr. AJ Doyle**

None.

**11. Zoning and Ordinance Committee – Ms. Stephanie Fox**

None.

**12. Parks and Recreation Committee – Mr. Pat Carnevale**

None.

**13. Public Safety Committee – Mr. Pat Carnevale**

- a. Consider offering Brentwood EMS a building rental fee of \$9 per square foot of leased space.

Mr. Carnevale argued that the primary purpose of this meeting should be to discuss the financial aspects of the proposed agreement. Ms. Frombach responded that the central reason for the special meeting was to ensure that EMS could accept the space considerations.

Mr. Schubert asserted that Council has not yet reached consensus on the \$9 per square foot figure and stated that additional analysis is required before a proposal is provided to EMS.

Motion By: Pat Carnevale

Second By: Stephanie Fox

Ayes: Carnevale

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

President: "Motion Failed"

**14. Community Affairs Committee – Dr. Robert Pasquantonio**

None.

**15. Special Committees**

None.

**16. Old Business**

None.

**17. New Business**

None.

**18. Public Comment**

Pat Hein, 333 Radisson Rd., presented a petition from 71 residents that oppose the elimination of the civic center as a recreational space. Asserted that all municipal operations should be moved to the proposed new building at the Snee Dairy location. Asked for incremental renovations to be completed at the civic center site.

Terry Hoff, 4111 Brownsville Rd., questioned long term sufficiency of space at Snee Dairy site for police operations.

Rob Sedlar, 3841 Brownsville Rd., commented on the transfer from the Sewer Fund to make payment on the municipal building debt. Mr. Schubert and Mr. Doyle responded that the Borough

has received legal clearance to make said transfer because collections employees will work in the civic center space.

Sandy Andrews, 4066 Dalewood St., asked if a portion of the civic center will still be available as recreational space following the renovation to the site. Mr. Frombach stated that the council chambers will be available for use by community organizations. Also questioned if this project will lead to a tax increase. Manager Zboyovsky replied that no alteration is anticipated for at least the next five years.

Clyde Zimmerman, 3021 Grayson Ave., complained about utility contractors blocking traffic on his street.

Erin Palmer, 14 Hillman St., questioned elimination of parking stalls adjacent to the Brentwood Presbyterian Church entrance due to need to have access to police and EMS garages. Also expressed concerns that dispatched vehicles would speed along her street, which could endanger residents. Mr. Frombach said that Council will hold special project status meetings to get input from residents who live in the same block as the Snee Dairy site.

## **19. Adjournment**

Adjourned at 9:27PM.

Motion By: Rich Schubert

Second By: AJ Doyle

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

President: "Motion Passed"