

**BOROUGH OF BRENTWOOD  
AGENDA  
November 27, 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](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 7:35PM.

**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. Annual Energy Audit - Richard Phelps

Ms. Phelps indicated that, in 2017, the Borough experienced an additional \$2,000 in energy savings over the prior 12 month period. Mr. Carnevale asked if the transfer of Borough operations to the Civic Center would significantly undermine these savings. Mr. Phelps responded that a decline is anticipated but that his firm could recommend enhancements that would improve the energy profile of the structure.

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

Eugene Werner, 4328 Brownsville road, questioned if the copy machines are included in the IT contract. Mr. Frombach responded that maintenance of such devices is the responsibility of a separate vendor.

**6. Communications.**

None.

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

Mr. Frombach reported that the Borough's expenditures under the Liquid Fuel Fund were recently audited and that no reporting errors were found. Commended Manager Zboyovsky and Finance Director Toth on satisfactory record keeping.

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

No report.

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

- a. Consider approving the information technology service agreement with DEP Technologies in the amount of \$8,800. [ACTION ITEM]

***Mr. President, I move to approve the renewal of the agreement with DEP Technologies for the purchase of 100 additional service hours in the amount \$8,800 to be paid from General Fund Line Item 01-407.452: Contracted IT Services.***

Mr. Carnevale asked why the Borough needs to purchase a greater quantity of hours than it did in 2016. Manager Zboyovsky replied that such allotment is necessary to account for significant network issues in the police department.

Mr. Doyle questioned if emergency call-outs would be charged at the discounted rate, and Manager Zboyovsky responded affirmatively.

Motion By: Robert Pasquantonio

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, Pasquantonio

President: "Motion Passed"

- b. Consider adopting Resolution No. 2017-70: 2018 Proposed Budget [ACTION ITEM]

***Mr. President, I move the Borough adopt Resolution No. 2017-70; 2018 Proposed Brentwood Borough Budget***

Motion By: Robert Pasquantonio

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, Pasquantonio

President: "Motion Passed"

- c. Consider Resolution No. 2017-71: 2018 Fee Schedule [ACTION ITEM]

***Mr. President, I move the Borough adopt Resolution No. 2017-71; establishing the 2018 Borough Fee Schedule.***

Mr. Doyle stated that the Parks & Rec Committee recommended adding an alcohol permit option for the pavilion. Mr. Frombach replied that such action would first require an ordinance alteration.

Motion By: Robert Pasquantonio

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, Pasquantonio

President: "Motion Passed"

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

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

***Mr. President, I move the Borough adopt Ordinance No. 2017-1259: Stormwater Amendments.***

Mr. Carnevale questioned enforcement of this ordinance. Asst. Manager Peccon replied that the goal of this statute is to provide a tool for addressing the most egregious drainage offenses. The Borough will utilize similarly to the existing Tree Ordinance and will typically react only to resident complaints

Motion By: AJ Doyle

Second By: Pat Carnevale

Ayes: Carnevale, Doyle, Frombach, Pasquantonio

President: "Motion Passed"

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

- a. Consider Ordinance No. 2017-1257: Commercial Vehicle Parking [DISCUSSION ITEM].

***Mr. President, this ordinance is to scheduled to be considered for adoption at the December 11th Council meeting.***

Mr. Carnevale questioned if meter personnel will be utilized to enforce the provisions of this ordinance. Solicitor Robb stated that such option is complicated by the decision of these employees to unionize; this work would have to be subcontracted to these individuals with the expressed stipulation that it is being performed outside the scope of the contract.

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

- a. Consider Resolution No. 2017-74: Updates to facility rental policy.[ACTION ITEM]

***Mr. President, I move to adopt Resolution No. 2017-74: Revisions to Facility Rental Policy.***

Mr. Carnevale questioned the reason for expanding the definition of a fee exempt nonprofit. Mr. Frombach replied that the existing language is highly restrictive and prevents a number of

community organizations, such as social clubs and veteran's groups, from utilizing Borough facilities at no cost.

Mr. Carnevale also asked if any alterations had been made to the pool party policy. Asst. Manager Peccon responded that, based upon consensus of Council, language had been changed to require all fee exempt groups to compensate the Borough for lifeguard fees.

Motion By: Pat Carnevale

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, Pasquantonio

President: "Motion Passed"

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

No items.

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

- a. Consider Advertising the 2018 Borough Council Meetings, Planning Commission Meetings, Civil Service Commission Meetings, and Zoning Hearing Board Meetings. [ACTION ITEM]

***Mr. President, I move to approve 2018 meeting schedule for Borough Council, the Planning Commission, the Zoning Hearing Board, and the Civil Service Commission. [Note: It includes the Borough Council's Reorganization Meeting scheduled for Tuesday, January 2nd, 2018 at 6:00 PM]***

Motion By: Robert Pasquantonio

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, Pasquantonio

President: "Motion Passed"

**15. Special Committees**

Mr. Carnevale reported that he attended the SHACOG meeting. Bids are being tendered for the multi-municipal road salt and trash collection contracts.

Mr. Frombach stated that the Borough Building Committee met with representatives of HHS DR Architects and Gateway Engineers to commence the process of reconfiguring space to meet EMS needs. Such changes will require a slightly enlarged building footprint.

**16. Old Business**

None.

**17. New Business**

- a. IN Community Magazine - [P. Carnevale]

***Councilman Carnevale would like to discuss an amendment to the Elected Officials' Manual to create a policy pertaining to submission of articles by Elected Officials to the IN Community Magazine.***

Mr. Carnevale expressed concern that elected officials are using magazine articles for campaigning purposes. Asked for the Borough to implement a review process.

## **18. Public Comment**

Jerry Livingston, 4069 Dalewood St., commented on the proposed parking ordinance revisions. Contended that the storage of commercial vehicles is not a serious problem in the community. Asserted that it is unfair to define such autos based upon their place of registration. Also stated that it is imprudent to direct Borough resources to the enforcement of this policy in any format. Threatened litigation if this statute is adopted.

Virginia Murphy, 235 Kaplan Ave., asked to receive an exemption from the provision of the handicapped parking ordinance which states that no on-street stall will be granted if the applicant resides at a property that contains a driveway.

## **19. Adjournment**

Adjourned at 8:40PM.  
Motion By: AJ Doyle

Second By: Pat Carnevale

Ayes: Carnevale, Doyle, Frombach, Pasquantonio

President: "Motion Passed"