

BOROUGH OF BRENTWOOD
MINUTES OF THE AGENDA MEETING
TUESDAY, JULY 8, 2008

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EXECUTIVE SESSION: President Lieb stated no votes were taken in Executive Session.

1. CALL TO ORDER – The Agenda meeting on Tuesday, July 8, 2008 was called to order by Council President Jay Lieb at 7:30 P.M.

2. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited by all those present.

3. ROLL CALL: The following answered roll call: President Lieb, Vice President Ann Schade, Mrs. Dawn Synborski, Mr. Richard Bender, Ms Janice Boyko, Mr. Mario Richards and Mr. David Wenzel.

ABSENT: Mayor Kenneth E. Lockhart.

ALSO PRESENT: Solicitor Robert Xides, Jr., Manager George Zboyovsky and Administrative Assistant Mary Lou Garase.

President Lieb stated, in keeping with the improvements, and the Borough's transparency of the Borough's financing, and a first in many, many years; the Borough auditors, representatives of Hosack, Specht, Muetzel and Wood, are here to present to Council and the public, the 2007 Annual Audit and Financial Report. I did this to instill the confidence in the residents of their local government to ensure them that we are all working in the best interest and will continue to make the best business decisions for Brentwood Borough and is open and engaging as possible. This presentation will be held during the Administrative and Finance Committee this evening.

4. PUBLIC COMMENTS: President Lieb stated we will now have Public Comments on Agenda items only and request you limit your remarks to three (3) minutes.

President Lieb stated after the meeting, there is a designated time to speak on any items of Borough business for three (3) minutes.

1. Herb Sill, Bauman Ave., came before Council regarding the following:

- Public Works, No. 9-b, regarding the Sanitary Sewer Defect Lining Contract A – Change Order No. 1. Manager Zboyovsky said this work was performed last year; however, all change orders must be properly documented and recorded. (This is for additional repair work.)
- Utility markings on Borough roads and sidewalks. President Lieb will address this at the end of the meeting.

5. COMMUNICATIONS: President Lieb stated St. Sylvester's will have their annual carnival at the end of August.

6. DEPARTMENT AND BOROUGH MANAGER REPORTS – President Lieb stated the following reports will be accepted at the Council meeting:

- Public Works Supervisor's monthly report.
- Building Inspector's monthly report.
- Engineer's monthly report.
- Police Chief's monthly report.
- Solicitor's monthly report.
- Borough Manager's monthly report.

7. MAYOR'S REPORT – No report.

8. ADMINISTRATIVE AND FINANCE COMMITTEE - Mr. Bender stated the following will be considered and acted upon at the Council meeting:

- a. Approve Minutes Council meeting of June 24, 2008.
- b. Ratify the Payment of Bills from the General Fund.
- c. Ratify the Payment of Bills from the Sewer Fund.
- d. Ratify the Penn Vest Bond Issue.
- e. Ratify the payment from the Highway Aid Fund.
- f. Ratify the Non-Uniform Pension Fund.
- g. Ratify the Police Pension Fund.
- h. Accept the Revenues for the General Fund: Real Estate, Delinquent Real Estate, Earned Income, Local Service Tax and District Magistrate.
- i. Accept the Revenues for the Sewer Fund: Sewage and Delinquent Sewage.
- j. Accept Broker of Record letters.

Mr. Wenzel questioned what is the Broker of Record letter? Mr. Bender stated it is a letter to inform people that the Borough is openly shopping for Public Officials insurance with various brokers.

At this time, Mr. John Zivcovic and Mr. Rich Johnson, auditors from Hosack, Specht, Muetzel and Wood, presented and reviewed the 2007 Annual Audit and Financial Statement. Copies are available for review at the Manager's office.

9. PUBLIC WORKS COMMITTEE – Mrs. Synborski stated the following will be considered and acted upon at the Council meeting:

- a. Accept the Public Works Supervisor's monthly report.
- b. Approve the Sanitary Sewer Defect Lining Contract A- Change Order No. in the amount of \$21,524.65. (This is associated with additional repairs being found.)
- c. Approve the Streets Run Sanitary Sewer Defect Corrections Contract D – Change Order No. 2 in the amount of \$20,000.00. (This is associated with the

replacement of an additional 200 feet of 6-inch pipe with an 8-inch diameter pipe located on Greenen Way.)

d. Approve the 2007 Road Resurfacing Program – Change Order No. 1 in the amount of \$12,050.00. (This is associated with work to improve drainage on Munsey and Pary St.)

e. Approve work authorization to Gateway Engineers for an estimated fee of \$6,000.00 for Construction Management and Inspection for the Wainwright Avenue Retaining Wall and Sidewalk Replacement.

f. Approve the work authorization to Gateway Engineers for an estimated fee of \$15,000.00 for Construction Management and Inspection for the East Bellecrest Avenue Construction Project.

g. Approve work authorization to Gateway Engineers for an estimated fee of \$5,500.00 for Construction Management and Inspection for the Salt Dome Project.

h. Approve Dailey Road Reconstruction Project (Award the contract.)

Manager Zboyovsky stated the bid opening was today for the Dailey Road Reconstruction: The high bid was \$107,000.00 and the low bid was from T.A. Robinson at approximately \$76,000.00.

10. ZONING AND ORDINANCE COMMITTEE – Mr. Richards stated he will accept the Building Inspector's monthly report and consider a Resolution for an Intergovernmental Cooperative Agreement (ICA) to conduct a Multi-municipal Comprehensive Plan for Municipalities in the Route 51 Corridor. Mr. Richards said for your information there is no Planning Commission meeting and no Zoning Hearing Board meeting in July.

11. PARK AND RECREATION COMMITTEE – Mrs. Schade stated the following will be considered for the use of the Borough facilities:

a. Brentwood Library requesting the use of the Community Room on Monday, July 21, 2008 from 1:30 P.M. for the VFW Ladies Auxiliary.

b. Brentwood Library requesting the use of the Community Room on Thursday, August 7, 2008 from 12 Noon to 9:00 P.M. for the Summer Reading Program.

c. Brentwood Dukes requesting Stadium field and all facilities, including lights, when needed, for home games to be played on the requested dates and times per their letter of March 11, 2008.

d. Brentwood Dukes requesting the two lower ball fields (Windsor and Dailey) and the upper ball field (Radisson) with the side liens in the main stadium for the dates and times per their letter dated March 11, 2008.

e. Grilling in the park due to safety issues.

12. PUBLIC SAFETY COMMITTEE- Mr. Bender stated the following will be considered at the Council meeting:

a. Accept Police Chief's monthly report.

- b. Hiring of crossing guards.
- c. 2008 Joint Police Test
- d. Installation of a Guide Rail at Dauphin Avenue.
- e. Handicap Parking Space request at Villawood Avenue.
- f. Handicap Parking Space request at Pyramid Avenue.
- g. Adopt Resolution No. 2008-19 – Emergency Operations Plan.

13. SPECIAL COMMITTEES:

ACBA – Mrs. Synborski said no report.

BBOA – President Lieb stated the BBOA was the Grand Marshal of the parade.

LIBRARY BOARD – Mrs. Schade said no report.

SHACOG - Mr. Wenzel said no report.

WATERSHED – Mrs. Boyko said an article was in the Briefly Brentwood newsletter and some residents called to be volunteers.

Mrs. Synborski commended and stated the Borough Manager did an excellent job on the latest issue of the Brentwood Briefly newsletter. Manager Zboyovsky stated Mrs. Garase is also to be commended for collecting the information, proof-reading, editing and assembling the newsletter. Council thanked Mrs. Garase for her efforts.

14. OLD BUSINESS – President Lieb stated there are pre-construction meetings scheduled and the Borough Manager will question the representatives from the utility companies regarding the materials (paints, chalk) used by the utility companies when marking the streets and sidewalks prior to start date of the projects.

15. NEW BUSINESS – President Lieb stated he has a request for grilling in the park. Parks are made for fun, swim and play ball. As you know, our park is not very large, and for some reason, grilling was stopped many years ago. President Lieb said in the spirit of cooperation, and with the people that want to use the park, I suggest and would like feedback from Council on this matter. I would like to send the Fire Chief to the park along with the Public Works Supervisor to set a designated grilling area, with no charge to the residents, and residents are to call Manager Zboyovsky or Mrs. Garase to obtain a permit; therefore, we need to establish guidelines on grilling in the park. A discussion ensued and it was agreed that grilling in the park will be permitted; however, it must be monitored and a permit obtained by the Borough. A discussion ensued and it was suggested that the grilling area have a sign placed in the specific areas for grilling and a permit must be obtained by the Borough.

16. PUBLIC COMMENTS – Please try to limit remarks to three (3) minutes.

- a. Mr. Herb Sill, Bauman Ave., came before Council in regards to grilling in the park and suggested the grills be bought by the Borough, kept under lock and key by the Borough, the resident apply for a permit in advance, and sign out for the grill at that time. The resident returns the grill to the Borough after their function.

b. Mr. Milton Mulholland, Jr., Kestner Ave., came before Council regarding direct deposit for retired employees and the dates the checks are to be received by the retirees. Also, Mr. Mulholland requested being reimbursed for court fees on a subpoena that he appeared in court for a 13 year old police case. President Lieb stated this is a personnel issue and this will be discussed during an Executive Session.

c. Mr. David Sauro, Glendale Ave., came before Council and stated he is a member of the BASA Board and is interested in the grilling in the park. Mr. Sauro stated they grill every Saturday and Sunday during the Spring and Fall. Mr. Sauro said he would suggest it be near the concession stand. President Lieb stated the Fire Chief and the Public Works Supervisor will determine where the grilling area will be designated based on safety.

Mr. Sauro also requested "Road Closed" signs be placed on Glendale Avenue and Clermont Avenue near the East Bellecrest Avenue Reconstruction. Project. President Lieb will have Mr. Mackewich contact the company to have signs posted.

d. Mr. Pat Carnavale, Shadewell Ave., came before Council regarding the "No Smoking" ordinance.

Mr. Carnavale said the BAA has not been audited for a long, long time; neither has the Brentwood Volunteer Fire Dept. President Lieb said the Volunteer Fire Department is audited every year. I will not comment on private organizations in the Borough.

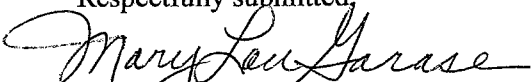
Mr. Carnavale questioned who the members of the Civil Service Commission are that hired the latest police officer and stated the hiring process was not done correctly.

Mr. Carnavale questioned the status of the Police and Non-Police Pension Plans. Manager Zboyovsky said we recently scheduled a meeting on July 31, 2008 at 10:00 A.M. with representatives from UBS and MMCP to explain to the Pension Board the process and how the contributions are allocated. Manager Zboyovsky stated the MMO each year is actually satisfied by the funding that we receive from the state. The Borough does not fund the plan; it is funded solely by the state.

Mr. Carnavale stated he never hears the word "accrued" money from the taxation. A discussion ensued regarding interest gained.

M-1 Motion by Mr. Wenzel, seconded by Mrs. Synborski and duly carried to adjourn the meeting at 8:20 P.M. ALL AYES.

Respectfully submitted,


Mary Lou Garase
Administrative Assistant

Mlg

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