

**BOROUGH OF BRENTWOOD**  
**AGENDA**  
**August 15, 2016 - 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](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.**

The Agenda Meeting was called to order at 7:45 P.M.

**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 Maloney	X		Manager Zboyovsky	X	

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

None.

**5. Communications.**

None.

**6. Department and Borough Managers Reports:**

- a. Public Works Department
- b. Building Inspector
- c. Engineer

- d. Recreation
  - e. Police Chief
  - f. EMS
  - g. Fire Department
  - h. Solicitor
  - i. Finance Director
  - j. Borough Manager
- 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 July 31, 2016 as presented.***

Motion By: Harold Smith

Second By: Rich Schubert

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

President: "Motion Passed"

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

- a. FYI- Brentwood Borough Honored by PSAB for Outstanding Website  
***The Borough of Brentwood has once again been honored by the Pennsylvania State Association of Boroughs for the quality of its municipal website. After launching a completely redesigned webpage in 2012, Brentwood received the second place award in the 2013 version of this contest. This year, the Borough chose to submit another entry so as to showcase newly added features such as Novus Agenda and Swift Reach emergency alerts. The Borough is proud to have received a third place designation.***
- President Frombach: The Borough received a commemorative plaque. Asst. Manager Pecon has done an excellent job with the website. I'm requesting a photo of E. Pecon holding the placard be placed in the South Hills Record.
- b. FYI - Next Week's Meeting Date  
***Reminder that the August 22nd Regular Council meeting was rescheduled for Tuesday, August 23rd at 7:30 PM due to the BBW Chamber of Commerce Golf Outing.***
- c. FYI - Joint Council/School Board Meeting  
***The Joint Council/School Board meeting has been scheduled for Tuesday, August 30th at 7:00 PM here in the Borough Building. Council are to give items for discussion to the Borough Manager by August 25th.***

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

Mayor Troy: Three tournaments were won by the Brentwood teams. The hosting communities commended the Brentwood athletes and their parents for their great sportsmanship and manners. Brentwood also hosted several tournaments this season. This was our opportunity to shine. The park looked fantastic! I applaud the players and parents for their sportsmanship and conduct. .

The CLEANUP Project is underway. We began with Lachman Way, Pyramid Avenue, Clermont Avenue and Grayson Avenue. There were 125 violations. A full report will be submitted to Council. When walking the community you notice many things, some good and some bad. The general public likes to see the Borough officials and employees out on the streets checking the properties.

President Frombach: I want to commend the Mayor, Police Chief and Building Inspector for taking on this project.

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

- a. Consider Approving the Minutes from the July 18 and July 25, 2016 Council Meetings.  
[ACTION ITEM]

***Mr. President, I move to approve the meeting minutes from the July 18 and July 25, 2016 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 Ending July 31, 2016 [ACTION ITEM]

***Mr. President, I move to accept the Treasurer's Report for the Period Ending July 31, 2016.***

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 July 1 to July 31, 2016. [ACTION ITEM]  
***Mr. President, I move to ratify payment of the bills from July 1 through July 31, 2016 from the following Borough fund accounts:***

1. **General Fund in the amount of \$415,891.96**
2. **Sanitary Sewer Fund in the amount of \$511,261.24**
3. **Capital Improvement Fund in the amount of \$91,948.09**
4. **Liquid Fuels Fund in the amount of \$0.00.**
5. **Non-Uniform Pension Fund in the amount of \$4,651.40**
6. **Police Pension Fund in the amount of \$25,699.81**

Mr. Carnevale: In regard to the pension fund, I would like the names of those who receive money to be included in the report.

Manager Zboyovsky: It was mentioned at the Pension Board Meeting that a new format is being implemented and will be shown on the bills.

Mr. Carnevale: As far as the Sewer Fund and the \$80,000 allocated for the truck, I am re-entering my lawsuit against the Borough in Common Pleas Court.

Motion By: Harold Smith

Second By: AJ Doyle

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

President: "Motion Passed"

- d. Consider approving the revisions to the investment policy statement for the Brentwood Borough Police Employee Pension Plan [ACTION ITEM].  
***Mr. President, upon the recommendation of the Pension Board, I move to approve the revisions to the investment policy statement for the Brentwood Borough Police Employee Pension Plan.***

Motion By: Harold Smith

Second By: Pat Carnevale

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

President: "Motion Passed"

- e. Consider approving the revisions to the investment policy statement for the Brentwood Borough Non-Police Employee Pension Plan [ACTION ITEM].  
***Mr. President, upon the recommendation of the Pension Board, I move to approve the***

***revisions to the investment policy statement for the Brentwood Borough Non-Police Employee Pension Plan.***

Motion By: Harold Smith

Second By: Stephanie Fox

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

President: "Motion Passed"

- f. Consider approving work authorization from Hosack, Specht, Muetzel, & Wood to complete a required grant audit at a not-to-exceed cost of \$4,000 [ACTION ITEM].

***Mr. President, I move to approve the work authorization from Hosack, Specht, Muetzel, & Wood to complete a required grant audit at a not-to-exceed cost of \$4,000 to be paid from the Capital Improvement Fund Line Item 18-454-611 Phase III - Misc.***

Mr. Carnevale: Is this just for Phase 3 of the park project?

Manager Zboyovsky: This is associated with both grants that we received.

Motion By: Harold Smith

Second By: Stephanie Fox

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

President: "Motion Passed"

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

Mr. Doyle: Allegheny County will hold a recycling event at Century III Mall from 9am to 1pm this Saturday. Can dispose of items like paint and computers. They ask for a donation. Another event will be held on October 1 at Robinson Mall.

Mr. Doyle: Asking for volunteers to help the elderly to remove their unwanted items. Dr. Pasquantonio and some of my coworkers already committed to this.

- a. Consider application for Duquesne Light LED Streetlight Replacement Program [ACTION ITEM]

***Mr. President, I move to approve the application for enrollment in the Duquesne Light LED Streetlight Replacement Program.***

Dr. Pasquantonio: Where will they be placed?

Mr. Doyle: They will be installed near the park entrance. If extras are approved, we will place near the East Garden stairs.

Mr. Schubert:: Is this an annual item if we are approved, or do we have to submit each year?

Manager Zboyovsky: This is a pilot program where they install 10 per year. We can request additional lights based upon availability.

Dr. Pasquantonio: There is not enough lighting at some areas on Brownsville Road intersections. We need to to eliminate dark spots near East Francis and Sceneridge Avenues. We don't want the lighting to be intrusive, but we need to improve safety in some areas.

President Frombach: Meet with V. Alexandrov and Chief Zeppuhar to look for areas that need improvement.and maybe relocate or add a light.

Manager Zboyovsky: We met with Duquesne Light at the CONNECT meeting. We own some of the lights and rent others from Duquesne Light.

Motion By: AJ Doyle

Second By: Pat Carnevale

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

President: "Motion Passed"

- b. Consider approving work authorization from Gateway Engineers to revise the design of the traffic signal for the Brownsville Road & Willock Road intersection at a not-to-exceed cost of \$8,000 [ACTION ITEM].

***Mr. President, I move to approve the work authorization from Gateway Engineers to revise the design of the traffic signal for the Brownsville Road & Willock Road intersection at a not-to-exceed cost of \$8,000 to be paid from the Capital Improvement Fund Line Item 18-433-700 Minor Purchases and reallocate \$8,000 from the Capital Improvement Fund Line Item 18-439-619 Roadway Rehab Projects to the Capital Improvement Fund Line Item 18-433-700 Minor Purchases.***

Manager Zboyovsky: This is associated with additional underground utilities that were found. Also need to address a tree from the St. Sylvester's property.

Mr. Doyle: When will the project begin?

Manager Zboyovsky: The project started today.

Motion By: AJ Doyle

Second By: Rich Schubert

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

President: "Motion Passed"

- c. Consider Resolution No. 2016-47; Adopting a Military Banner Program for the Borough of Brentwood.

Discussion: Consider double-sided memorial banners . Would place approximately 90 with two separate photos on each side. Applicant must meet requirements, and submit an application with a photo and the fee.

- d. Consider Awarding the 2016 Sanitary Sewer Special Repair Contract B to Roto-Rooter Plumbing and Drain Services, the lowest and most responsible bidder in the amount of \$27,700.00 to be paid from the Borough's Sanitary Sewer Fund Line Items 08-429-610 – Capital Construction

***Mr. President, I moved to award 2016 Sanitar Sewer Special Repair Contract B to Roto-Rooter Plumbing and Drain Services, the lowest responsible bidder, in the amount of \$27,700.00 to be paid from the Borough's Sanitary Sewer Fund Line Items 08-429-610 – Capital Construction***

President Frombach: This was not included on the paper agenda. Audience comments?

None.

Motion By: AJ Doyle

Second By: Robert Pasquantonio

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

President: "Motion Passed"

- e. Consider Awarding the 2016 Sanitary Sewer Special Repair Contract A to Independent Enterprises, the lowest and most responsible bidder in the amount of \$118,802.00 to be paid from the Borough's Sanitary Sewer Fund Line Items 08-429-610 – Capital Construction

***Mr. President, I move to award 2016 Sanitary Sewer Special Repair Contract A to Independent Enterprises, the lowest responsible bidder in the amount of \$118,802.00 to be paid from the Borough's Sanitary Sewer Fund Line Items 08-429-610 – Capital Construction***

President Frombach: This also was not on the printed agenda. Audience comments?

None.

Ms. Fox: Was this in the budget?

Manager Zboyosky: Yes, this is part of the maintenance plan. It is an annual item in the budget.

Motion By: AJ Doyle

Second By: Rich Schubert

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

President: "Motion Passed"

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

- a. Consider Resolution No. 2016-48; Adopting and Establishing a Brentwood Youth Exceptional Service Awards (YES Award) Program and Policy.

- b. Consider advertising of Ordinance No. 2016-1251: Sewage Amendments

Mr. Carnevale: These payments will be made from the Sewer Fund.

Mr. Schubert: How much paving has to be completed?

Manager Zboyovsky: The ordinance requires 60 feet to be repaired. It must be paved curb-to-curb.

Ms. Fox: The City of Pittsburgh has an assistance fund to help pay for repairs.

Dr. Pasquantonio: Many of our sewers are fine. Most are functional but they do not pass inspection because of cracks. R. Costa determines what needs repaired based upon review of the DVDs.

Manager Zboyovsky: R. Costa and V. Alexandrov are both certified to read the DVD's.

Mr. Smith: If there are issues under the street, they have to dig. Curb-to-curb is a significant expense.

Ms. Fox: We should take over any line under our street.

Manager Zboyovsky: Does Council wish that we cover defects under the street? We have that option; some Boroughs do it that way. This would eliminate some of the questions about what caused the pipe to crack.

- c. Consider advertising of Ordinance No. 2016-1252: Digital Signs



Mr. Carnevale: This needs to be addressed on Brownsville Road.

Mr. Schubert: They would always be able to go for a variance.

Mr. Carnevale: The current ordinance bans all LED signs on Brownsville Road, we have LED street lights.

President Fombach: This proposed Ordinance will go to the Planning Commission and Allegheny County for review. We then will hold a Public Hearing. It then comes to Council for approval or denial; we make make the final decision.

Mr. Schubert: We already had a committee meeting to discuss these issues. I can't see these types of signs being on Brownsville Road.

Ms. Fox: People live in the mixed-use area. This is a tough issue, and we need to get their opinion.

Dr. Pasquantonio: This would not be in the residential districts. It could be an option in the mixed-use.

Mr. Carnevale: An opinion on this was already written. We have it in our minds not to expand this. We always stick with the old ways in Brentwood.

Mr. Frombach: This will take months to complete. There will be time to review this.

## **12. Parks and Recreation Committee – Mr. Rich Schubert**

- a. Consider authorizing the purchasing of new Chain Link Fencing for Ballfield No. 3 in the amount of \$5,650 to be paid from the General Fund Line Item 01-454-700 Minor Purchase and reallocate \$6,000 from the General Fund Line Item 01-451-456 Day Camp to 01-454-700 Minor Purchases.

Mr. Carnevale: I am not against this job, but it is time to look at the size of the field. We need to make the field bigger so that more teams can use it. We should move the fence back and install a new one that is 20 feet high. There is too much use on the other fields because this field is too small. The high school needs 90 feet.

Mr. Schubert:: Field 4 is in poor condition compared to Field 3. J. Attanucci applied for a grant. We may have to budget for this if the grant is not awarded. We have graded the infield but there is no major improvement.

Mr. Carnevale: The condition of Field 4 is a safety issue.

Dr. Pasquantonio: How much would it cost to expand Field 3?

Mr. Carnevale: We could back fill and move the fence.

President Frombach: We can discuss this as part of the budget process and work on estimates now to be considered for next year. We will consider all opinions brought to the floor.

Mr. Carnevale: If we expand the fields, we can have more competitions.

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

- a. Consider approval of contracted animal services agreement with Camo Kennel.

President Frombach: Solicitor will review this policy.

- b. Consider approving the Confidentiality & System Usage Agreement with ECHO Reality for access to the Brentwood Towne Square surveillance system by the Police Department.

Mayor Troy: I commend Chief Zeppuhar for this initiative. This will allow better policing of the area.

President Frombach: The Solicitor will review this prior to approval.

- c. Police Collective Bargaining Contract Update

*A meeting has been scheduled with the Police Collective Bargaining Unit for Thursday, August 18th to discuss the Police Contract.*

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

- a. FYI - The BBW Chamber Food Truck Event

*The Brentwood Baldwin Whitehall Chamber of Commerce will be hosting a Food Truck Festival tomorrow, August 16th from 5:00 PM - 7:00 PM in the Baldwin High School South Parking Lot.*

*Feature Trucks Include:*

*Franktuary*

*South Side BBQ*

*Pgh Po'Boy*

*Sugar' n Spice Ice Cream*

## **15. Special Committees**

Mr. Carnevale: I will have a SCHACOG report next week.

## **16. Old Business**

Mr. Carnevale: They are selling ice cream out of a truck at the park. This is a transient business. We already have a concession stand in the park. Was a permit issued to sell items at the Library and in the park?

Chief Zeppuhar: We can investigate and see if a permit is required. If so, the individual will be notified.

## **17. New Business**

### **a. 2017/2018 Strategic Plan**

Manager Zboyovsky: We try to get the public involved with this process by advertising on the website, submitting an article in the South Hills Record, and including in the In Community Magazine. We request input and opinions from them. Council will submit their individual opinions through the computer system. All information will be considered and combined for a presentation to Council.

## **18. Public Comment**

Eugene Werner, 4328 Brownsville Road: Does the water line insurance cover sewer defects?

President Frombach: You would have to look at the policy and read the fine print.

Dr. Pasquantonio: You could contact your homeowners insurance and see what is covered under your policy.

## **19. Adjournment**

Adjournment at 9:11pm.

Respectfully submitted,

Mary Lou Garase  
Administrative Assistant

Motion By: AJ Doyle

Second By: Harold Smith

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

President: "Motion "