

**BOROUGH OF BRENTWOOD  
MINUTES**

**August 30, 2016 - JOINT BOROUGH COUNCIL/SCHOOL DISTRICT MEETING  
7:00 PM**

1. **Call to Order.**
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	

**a. Food Truck after the next High School Football Game**

A.J. Doyle gave an update on the Food Truck event.

P. Carnevale mentioned that Food Trucks should obtain a Solicitor's Permit to sell goods in the Borough.

**b. Thank You to Joe Kosarian for help with Moore School**

**c. PUBLIC COMMENT**

None.

**d. Consider approving Change Order No. 3 from Morgan Excavating on the request of the Borough to regrade Dauphin Street in the not-to-exceed amount of \$25,000 to be paid from the Capital Improvement Fund Line Item 18-439-619 Roadway Rehabilitation Projects and reallocate \$25,000 from the Capital Improvement Fund Line Item 18-495-000 Unreserved Balance to Line Item 18-439-619 Roadway Rehabilitation Projects.[ACTION ITEM]**

*Mr. President, I move the Borough approve Change Order No. 3 from Morgan Excavating on the request of the Borough associated with the regrading of a section of Dauphin Street in the not-to-exceed amount of \$25,000 to be paid from the Capital Improvement Fund Line Item 18-439-619 Roadway Rehabilitation Projects and reallocate \$25,000 from the Capital Improvement Fund Line Item 18-495-000 Unreserved Balance to Line Item 18-439-619 Roadway Rehabilitation Projects.*

Councilman Schubert asked if this would correct the part of Dauphin where the resident came to the meeting to state that his property would be lower than what the grade of Dauphin use to be.

G. Zboyovsky stated that this Change Order would not correct this part of Dauphin and explained that, due to design standards and the condition of Dauphin prior to construction, there would be no way to keep this part of Dauphin lower.

Motion By: AJ Doyle

Second By: Stephanie Fox

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

Absent: Smith

President: "Motion Passed"

**e. Consider request from Tax Collector to have the Tax Collector's Salary Increased from \$5,000 to \$9,500.00 by the Borough and from \$8,000 to \$15,000 by the School District.**

David Schapp indicated that he did some research and that it appears the Borough's Tax Collector salary is one of the lowest in the state when it comes to School Districts. He also mentioned that other options for compensation for a tax collector could be based on percentage of taxes collected or per bill sent out.

John Frombach mentioned that if nobody would run for tax collector, then outsourcing to a third party would be an option.

Dr. Burch stated that PASBO does not recommend that School Districts tax on tax collections in-house. It's been around 25-30 years since the last increase. Recommends that the School District stay on a "salary" system.

A. Doyle asked if this position would have to be put out for bid?

J. Frombach stated that this is a professional service and thus would not require that it be put out for bid.

P. Carnevale indicated that he is not against giving the tax collector a raise.

J. Frombach stated that there is time to make a decision.

D. Schapp stated that since Borough and SD are separate, they do not have to act dependently. One can approve an increase and the other body could deny or approve something else.

R. Schubert stated that the Borough wanted to get the SD's opinion before acting.

J. Frombach indicated that he believes the Borough also has to pay FICA for the Tax Collector.

**f. 2017 Brentwood Day Camp**

P. Carnevale indicated that the time has come to decide who will take over Day Camp in 2017.

G. Toplosky asked if there were complaints about the Day Camp not being held.

R. Schubert indicated that he has heard some complaints.

G. Toplosky asked if there was another day camp being offered by the YMCA?

Dr. Burch indicated that the YMCA does run a day camp however it is from 6am - 6pm rather than a half day or 2 hour/day camp.

P. Carnevale again stated that he believes the School District should run it due to the Borough's lack of facilities.

Dr. Burch stated that the School District did not budget for a Day Camp in their current budget.

D. Schapp stated that the SD is running a deficit budget and needs to plan for other more critical expenditures.

S. Fox stated that because the Borough has an in-house Rec Director, she'd like to see something that is made available to the kids while they are still in school. She stated that the Rec Department provides many options.

Dr. Pasquantonio stated that we may not do something that everyone has been accustomed too, however we may do something else to provide rec. programing for the children.

Dr. Burch indicated that the School District would consider opening up their

Tim Struben - Resident  
22 Hillson Ave

Stated that he is curious why enrollment has been declining? Also, would the Borough be willing to give funding to the School District to run the program since they were successful?

J. Frombach informed him that this is how the program was run for years up until last year. He mentioned that all employees now have to go through clearances and the Borough was not able to obtain the number of employees to run the program.

Tim Struben then asked would the Borough fund the entire Day Camp and simply give the monies to the School District to run it? He stated he would be willing to pay more.

P. Carnevale mentioned that there is now the pool, the ball fields, new park facilities that may account for the lower enrollment in the Day Camp. There is more to do now in the park than there use to be.

S. Fox stated that she would much rather have every child in this community to have something to do.

T. Struben was asked if he thought the Day Camp was too short or too long. He mentioned that for

some families he believes that the short duration could in fact impact enrollment.

J. Frombach indicated that there are a lot of factors that could result in lower enrollment and thus the expense per child increases.

Leah - Resident

Was going to send two kids to Day Camp and was upset that it was cancelled. She use to attend herself and loved it. It use to have singing classes and a big program at the end however it should continue. Perhaps splitting the cost 75%/25% would be an option.

S. Fox indicated that the Borough has an entire Rec Department that has programs all summer long.

Leah mentioned that she could not afford the higher, \$90/week Jump Start fees.

G. Zboyovsky stated that the proposed rates for the Borough run Day Camp would be around \$100/child for the 4 week program.

J. Frombach suggested that Day Camp be put on the Agenda for the next Parks & Recreation Committee meeting. Then, if Council decides to move forward with it, the Borough will have time to advertise for employees. He asked Dr. Burch if she might be able to determine why the enrollment numbers have been diminishing.

R. Schubert - asked how the School District ran the program. Did the School District run the program internally?

Dr. Burch stated that the SD hired a Day Camp Director who ran the entire program. She stated that it was not a formal process and used High School students.

R. Schubert confirmed that the Day Camp Director was responsible for the hiring.

Dr. Burch confirmed she was an employee of the District but was paid a stipend.

P. Carnevale stated that if the Borough moves forward, will the School District be "coming on board" with financing assistance?

R. Schubert stated that the School District already said they would offer their facilities.

P. Carnevale asked again if the School District would be willing to help fund.

J. Frombach made a comment that the mission of the School District is to provide education but not provide recreation for youth in the summer. He went on that both the School District and the Borough are getting hit by unfunded mandates by the state and others that causes the dollars to be stretched.

Bob Kircher stated that they are unable to provide any monetarily assistance this year or in the future, however they will try to assist in other ways.

Donna Werner suggested that perhaps a survey be created to ask residents if they would be interested in 2 hour, 4 hour, or all day Day Camp.

Dr. Burch indicated that she is planning on preparing a survey monkey for that reason.

A link will be added to the School District's web site.

End of Discussion

**g. Military Banner Program for the Borough of Brentwood.**

A. J. Doyle stated that DD214 documentation will be required. This is a first for communities with similar programs.

**h. Brentwood Council Youth Exceptional Service Awards (YES Award) Program and Policy.**

**i. Joint Borough/School District Marketing Committee**

R. Schubert indicated that he has been thinking about this subject. He stated that one of the main reasons a family will move to a community is the School District. He wants to see a committee formed between the School District and Borough to discuss and facilitate ways to attract families to the Borough.

He went on to mention that the Borough owns equipment and has DPW employees who could assist the District with repairs with the only cost being the cost of the materials.

Dr. Pasquantonio indicated that the Borough is small enough that some of these issues can be worked out.

J. Frombach stated that he is chagrined that EDS was suppose to be doing a Marketing Plan but has yet to produce any such plan. He stated that he does not see any tangible results for the \$30,000/year the Borough has given to EDS for years. He stated that as the Borough starts working on their budget, this will be the first item he will vote to redline.

**j. 2017-2018 Strategic Plan**

*Link to Survey Monkey is available on the Borough's Web Site.  
www. brentwoodboro.com*

**k. 2017 Joint Meeting Dates**

1. Tuesday, May 30th @ 7:00 PM at the High School
2. Tuesday, August 29th @ 7:00 PM at the Municipal Building

**4. Adjournment.**