

BOROUGH OF BRENTWOOD
AGENDA
December 12, 2016 - 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 - 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: 6:00 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	

4. **Presentation**

- a. New Municipal Building
 - ***Zach Williard - PFM Financial Advisors***
 - ***Matt Franz - HHSDR Architects***

Zach Williard from PFM discussed the Borough's borrowing capacity and current conditions within the municipal bond market.

Matt Franz of HHSDR Architects reviewed the preliminary building plans, renderings, and cost estimates associated with the municipal building proposal.

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

None.

6. **Communications.**

- a. Retirement - John Vojtas

7. 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 November 30, 2016 as presented.

Motion By: Rich Schubert

Second By: AJ Doyle

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

Absent: Fox, Troy

President: "Motion Passed"

8. President's Report – Mr. John Frombach

No report.

9. Mayor's Report – Mr. Dennis Troy

No report.

10. Administrative and Finance Committee – Mr. Harold Smith

- a. Consider approving the minutes from the November 21st and November 28th Council Meetings [ACTION ITEM].
Mr. President, I move to approve the minutes from the November 21st and November 28th Council Meetings.

Motion By: Harold Smith

Second By: Rich Schubert

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

Absent: Fox, Troy

President: "Motion Passed"

- b. Consider Accepting the Treasurer's Report for the Period Ending November 30, 2016
[ACTION ITEM]

Mr. President, I move to accept the Treasurer's Report for the Period Ending November 30, 2016.

Motion By: Harold Smith

Second By: Rich Schubert

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

Absent: Fox, Troy

President: "Motion Passed"

- c. Consider ratifying the payment of bills from November 1 to November 30, 2016. [ACTION ITEM]

Mr. President, I move the Borough ratify the payment of bills from November 1 to November 30, 2016 for the following:

1. ***General Fund in the amount of \$553,015.13***
2. ***Sanitary Sewer Fund in the amount of \$26,665.97***
3. ***Capital Improvement Fund in the amount of \$129,721.14***
4. ***Liquid Fuels Fund in the amount of \$0.00***
5. ***Non-Uniform Pension Fund in the amount of \$2,941.53***
6. ***Police Pension Fund in the amount of \$19,466.41***

Motion By: Harold Smith

Second By: AJ Doyle

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

Absent: Fox, Troy

President: "Motion Passed"

- d. Consider adopting Ordinance No. 2016-1254: 2017 Tax Levy [ACTION ITEM]

Mr. President, I move to advertise Ordinance No. 2016-1254: 2017 Real Property Tax. Setting the Borough Tax Rate on Real Property for the Fiscal Year 2017 at the following:

<i>Administration & Public Works</i>	<i>3.86 Mils</i>
<i>Public Safety</i>	<i>3.47 Mils</i>
<i>Debt Service</i>	<i>0.96 Mils</i>
<i>Capital Improvements</i>	<i>1.21 Mils</i>

Library

0.50 Mils

Total 10.00 Mils

This proposed ordinance includes no tax increase.

Motion By: Harold Smith

Second By: AJ Doyle

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

Absent: Fox, Troy

President: "Motion Passed"

- e. Consider adopting Ordinance No. 2016-1255: 2017 Sewage Rates [ACTION ITEM]

Mr. President, I move to adopt Ordinance No. 2016-1255: Amending the fees and charges to be assessed and collected for sewage collection, transportation, and treatment for the year 2017.

Mr. Smith asked if the fee changes reflect the 11% increase from ALCOSAN. Manager Zboyovsky responded that the Borough rate alterations are designed to offset the effects of the new ALCOSAN fee structure. Discussion ensued regarding the annual cost of the increase on the average residence.

Motion By: Harold Smith

Second By: Rich Schubert

Ayes: Doyle, Frombach, Pasquantonio, Schubert

Nays: Carnevale, Smith

Absent: Fox, Troy

President: "Motion Passed"

- f. Consider adopting Resolution No. 2016-78: 2017 Final Budget [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2016-78: Adopting 2017 Final Budget as presented for all funds owned and maintained by the Borough of Brentwood.

Mr. Carnevale did not state a reason for his vote against the Budget.

Motion By: Harold Smith

Second By: Robert Pasquantonio

Ayes: Doyle, Frombach, Pasquantonio, Schubert, Smith

Nays: Carnevale

Absent: Fox, Troy

President: "Motion Passed"

- g. Consider adopting Resolution No. 2016-68: 2017 Fee Schedule [ACTION ITEM]
Mr. President, I move the Borough adopt Resolution No. 2016-68; setting the 2017 fees associated with various Borough services.

Mr. Carnevale questioned if the Borough would be able to cover the costs from Republic Waste if all residents took advantage of the prepayment option. Manager Zboyovsky responded that the Borough would lose money in such a situation; projected that approximately 25% of residents will enroll.

Motion By: Harold Smith

Second By: Rich Schubert

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

Absent: Fox, Troy

President: "Motion Passed"

- h. Consider adopting Resolution No. 2016-79: Tax Anticipation Note Authorization [ACTION ITEM]
Mr. President, I move to adopt Resolution No. 2016-79, tax anticipation note with PNC Bank.

Motion By: Harold Smith

Second By: Rich Schubert

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

Absent: Fox, Troy

President: "Motion Passed"

- i. Consider authorizing the advertising of Ordinance No. 2017-1256; Tax Collector's Salary; amending in Limited Part Chapter 46 - Salaries and Compensation [ACTION ITEM]
Mr. President, I move the Borough authorize the advertising of Ordinance No. 2017-1256; Tax Collector's Salary; amending in Limited Part Chapter 46 - Salaries and Compensation increasing the salary of the Borough Elected Tax Collector from \$5,000 per year to \$7,000 per year. (a 40% increase.)

Mr. Smith asked what tax collectors earn in other municipalities. Manager Zboyovsky reviewed the comparison table that was included in the agenda packet. Mr. Smith expressed concern with this increase in spending.

Motion By: Harold Smith

Second By: Rich Schubert

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

Absent: Fox, Troy

President: "Motion Passed"

11. Public Works Committee – Mr. AJ Doyle

- a. Consider awarding the 2016-2018 Sanitary Sewer Manhole to Manhole Lining Contract to Fast Pipe Lining East, Inc. in the amount of \$358,350.00 to be paid from the 2017 Borough's Sanitary Sewer Fund Line Item 08-429-372-O&M. [ACTION ITEM]

Mr. President I move the Borough to award the 2016-2018 Sanitary Sewer Manhole to Manhole Lining Contract to Fast Pipe Lining East, Inc. in the amount of \$358,350.00 to be paid from the Borough's 2017 Sanitary Sewer Fund Line Item 08-429-372-O&M.

Motion By: AJ Doyle

Second By: Robert Pasquantonio

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

Absent: Fox, Troy

President: "Motion Passed"

- b. Consider Resolution No. 2016-70: 2017-2021 Street Rehabilitation & Maintenance Plan. [ACTION ITEM]

Mr. President, I move the Borough approve Resolution No. 2016-70: Adopting the 2017-2021 Street Rehabilitation & Maintenance Plan.

Motion By: AJ Doyle

Second By: Rich Schubert

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

Absent: Fox, Troy

President: "Motion Passed"

- c. Consider Work Authorization from The Gateway Engineers associated with contract development for the 2017 Street Rehabilitation and Maintenance Plan in the not-to-exceed amount of \$20,000 to be paid from the 2017 Capital Improvement Plan Line Item 18-439-619 Roadway Rehabilitation Projects. [ACTION ITEM]

Mr. President, I move the Borough approve Work Authorization from The Gateway Engineers associated with contract development for the 2017 Street Rehabilitation and Maintenance Plan in the not-to-exceed amount of \$20,000 to be paid from the 2017 Capital Improvement Plan Line Item 18-439-619 Roadway Rehabilitation Projects.

Motion By: AJ Doyle

Second By: Rich Schubert

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

Absent: Fox, Troy

President: "Motion Passed"

- d. Consider awarding the 2016 Sanitary Sewer Preventative Maintenance Contract to State Pipe Services, Inc. in the amount of \$29,925 to be paid from the Borough's Sanitary Sewer Fund Line Item 08-429-372-O&M. [ACTION ITEM]

Mr. President I move the Borough award the 2016-2018 Sanitary Sewer Preventative Maintenance Contract to State Pipe Services, Inc. in the amount of \$29,925 to be paid from the 2017 Borough's Sanitary Sewer Fund Line Item 08-429-372-O&M.

Motion By: AJ Doyle

Second By: Harold Smith

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

Absent: Fox, Troy

President: "Motion Passed"

- e. Consider extending the 2016 Sanitary and Storm Sewer Televising and Cleaning Contract for 2017 at the renewal rate of \$76,450 to be paid from the Sanitary Sewer Fund Line Item 08- 429-372 and the Capital Improvement Fund Line Item 18-446-372. [ACTION ITEM]

Mr. President, I move the Borough approve extending the 2016 Sanitary and Storm Sewer Televising and Cleaning Contract for 2017 at the first year renewal rate of \$76,450 to be paid from the 2017 Sanitary Sewer Fund Line Item 08- 429-372 and the 2017 Capital Improvement Fund Line Item 18-446-372.

Motion By: AJ Doyle

Second By: Rich Schubert

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

Absent: Fox, Troy

President: "Motion Passed"

- f. Consider renewing the 2016 Sewer Repair Contract A - Excavation Contract for 2017 at the first renewal period contract of \$727,954.50 to be paid from the Sanitary Sewer Fund Line Item 08-429-372 O&M Plan. [ACTION ITEM]

Mr. President, I move the Borough approve renewing the 2016 Sewer Repair Contract A - Excavation Contract for 2017 at the first renewal period contract of \$727,954.50 to be paid from the 2017 Sanitary Sewer Fund Line Item 08-429-372 O&M Plan.

Motion By: AJ Doyle

Second By: Rich Schubert

Ayes: Doyle, Frombach, Pasquantonio, Schubert, Smith

Nays: Carnevale

President: "Motion Passed"

- g. Consider renewing the 2016 Sewer Repair Contract B - Spot Lining for 2017 at the first renewal period contract of \$153,006.50 to be paid from the Sanitary Sewer Fund Line Item 08-429-372 O&M Plan. [ACTION ITEM]

Mr. President, I move the Borough approve renewing the 2016 Sewer Repair Contract B - Spot Lining for 2017 at the first renewal period contract of \$153,006.50 to be paid from the 2017 Sanitary Sewer Fund Line Item 08-429-372 O&M Plan.

Motion By: AJ Doyle

Second By: Rich Schubert

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

President: "Motion Passed"

- h. Consider approving approve the Work Authorization submitted by The Gateway Engineers associated with assisting the Borough in complying with the requirements of their approved Consent Order Operation & Maintenance Plan Year 7 in the not-to-exceed amount of \$115,000 to be paid from the Borough's 2017 Sanitary Sewer Fund Line Item 08-429-313 Engineering Services.[ACTION ITEM]

Mr. President I move the Borough to approve the Work Authorization submitted by The Gateway Engineers associated with assisting the Borough in complying with the requirements of their approved Consent Order Operation & Maintenance Plan Year 7 in the not-to-exceed amount of \$115,000 to be paid from the Borough's 2017 Sanitary Sewer Fund Line Item 08-429-313-Engineering Services.

Motion By: AJ Doyle

Second By: Rich Schubert

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

President: "Motion Passed"

12. Zoning and Ordinance Committee – Ms. Stephanie Fox

- a. Consider adopting Resolution No. 2016-77: Reappointment of Frank Kenny to Planning Commission [ACTION ITEM].

Mr. President, I move to adopt Resolution No. 2016-77, reappointing Frank Kenny to a four-year term on the Brentwood Planning Commission.

Motion By: Rich Schubert

Second By: AJ Doyle

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

President: "Motion Passed"

- b. Consider advertising for a new Planning Commission member [ACTION ITEM].

Mr. President, I move the Borough authorize to advertise for residents to submit letters of interest to fill a vacant seat on the Planning Commission.

Motion By: Rich Schubert

Second By: Robert Pasquantonio

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

President: "Motion Passed"

13. Parks and Recreation Committee – Mr. Rich Schubert

- a. Consider Proposal from The Gateway Engineers associated with the preparation of the Design and Construction Bid Documents for the Brentwood Pool Renovations in the amount of \$65,000 to be paid from the 2017 Capital Improvement Fund Line Item 18-452-313 Engineering Services. [ACTION ITEM]

Mr. President, I move the Borough approve the Proposal from The Gateway Engineers associated with the preparation of the Design and Construction Bid Documents for the Brentwood Pool Renovations in the not-to-exceed amount of \$65,000 to be paid from the 2017 Capital Improvement Fund Line Item 18-452-313 Engineering Services.

Motion By: Rich Schubert

Second By: AJ Doyle

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

President: "Motion Passed"

- b. [DISCUSSION] - Amendments to the Borough Facility Rental Policy

Mr. Schubert presented that Rec Director Attanucci has developed a proposal for additional park lighting.

Mr. Carnevale asked about the terms for rental of the concession stand. Manager Zboyovsky explained that the concession stand may only be rented by an organization that has a field permit as part of a separate agreement.

14. Public Safety Committee – Mr. Pat Carnevale

- a. FYI - The Act 8 of 2008 meeting with the BVFC.

Mr. President, the Act 8 of 2008 meeting with the BVFC will be held on Tuesday, December 20, 2016 at 7:00 PM in the Manager's Office.

15. Community Affairs Committee – Dr. Robert Pasquantonio

- a. Consider Advertising the 2017 Borough Council Meetings, Planning Commission Meetings, Civil Service Commission Meetings, and Zoning Hearing Board Meetings. [ACTION ITEM]
Mr. President, I move to authorize the Borough Manager to advertise the 2017 Borough Council Meetings, Planning Commission Meetings, Civil Service Commission meetings, and Zoning Hearing Board meetings.

Motion By: Robert Pasquantonio

Second By: AJ Doyle

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

Absent: Fox

President: "Motion Passed"

16. Special Committees

Mr. Doyle reported that the Brentwood Park Initiative is processing orders for its Christmas ornament fundraiser. Items will be available for pick-up at the library or St. Sylvester's Church.

Absent: Fox

17. Old Business

None.

18. New Business

None.

19. Public Comment

1. Joanne Cook, Brentwood EMS, questioned the design of the new municipal building. Stated that EMS needs are not being adequately met. Does not approve of the idea that EMS should share locker rooms and other spaces with the Police Department. Mr. Frombach responded that the plans are very preliminary in nature. There will be approximately 11 months of design meetings to refine the scope. Ms. Cook stated that the square footage is considerable decreased from the current facility.

2. Eugene Werner, 4328 Brownsville Road, commented on the trash prepayment option. Believes that all residents should pay the same amount.

20. Adjournment

Motion By: Rich Schubert

Second By: AJ Doyle

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

President: "Motion Passed"