THE BOROUGH OF BRENTWOOD
COUNCIL AGENDA MEETING
FEBRUARY 16, 2026
7:30 PM

As part of Brentwood's continuing efforts to promote both governmental transparency and environmental sustainability, copies of agenda attachments will only be available electronically. Please visit www.brentwoodpa.gov for more information.

Brentwood Borough Council will hold its regular public meeting to review and act on Borough business, including ordinances, resolutions, expenditures, and updates from Borough staff and committees.

The meeting is open to the public, and residents are welcome to attend and provide public comment in accordance with Borough procedures.

This meeting will be livestreamed and recorded through Granicus for public viewing.

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Roll Call**

4. **Presentations**

4.a. Give Back Fund Presentation to Brentwood Girl Scouts (INFORMATIONAL ITEM)

I am honored to present a check from the Council Community Give-Back Fund to the Brentwood Girl Scout Troop.

4.b. Firefighting Support Grant Check Presentation to the Brentwood Volunteer Fire Company from PA American Water (INFORMATIONAL ITEM)

Pennsylvania American Water Company representatives Lauren Camarda, Manager of External Affairs; Don Wieczenski, Senior Director of Business Development; and Jack Beal, Manager of Field Operations for the Pittsburgh District are on hand to present a $2,000 Firefighting Support Grant to the Brentwood Volunteer Fire

Company.

4.c. Scoreboard Sponsorship Check Presentation from PA American Water (INFORMATIONAL ITEM)

Pennsylvania American Water representatives will also be formally presenting the Borough with a $20,000 check that is associated with serving as a lead scoreboard sponsor at Brentwood Stadium.

4.d. Presentation by Retail Strategies - Comprehensive Rebranding and Marketing Plan (Ms. Katelin Montgomery) (INFORMATIONAL ITEM)

Mr. President, at this time, I would like to introduce Sarah Beth Stewart of Retail Strategies. Ms. Stewart will provide a brief overview of her firm's services and how they may complement or potentially serve as an alternative to the branding initiative that was previously discussed by Council.

On July 21, 2025, Council authorized the preparation of a Request for Proposals for Professional Branding and Design Services. Since that time, staff has also explored additional strategies to support community economic revitalization efforts. Through those discussions, Retail Strategies emerged as a potential option. This company focuses on providing data-driven retail recruitment, business retention, and downtown redevelopment services. Its approach centers on identifying the types of businesses most likely to succeed within the community and actively working to locate prospective proprietors. The group would also engage property owners and evaluate local policies that may impact redevelopment.

No final recommendation has been made by the Community Affairs Committee. This presentation is instead for informational purposes and is designed to help Council consider its next steps for proceeding with this initiative.

5. Comments on agenda action items only. Please limit remarks to three minutes.

6. Communications

7. Department and Borough Manager's Reports

7.a. Consider accepting the Department and Borough Manager's Reports. (ACTION ITEM)

At this time we will consider acceptance of the Department and Borough Manager's Reports for the period ending January 31, 2026. Before entertaining a motion, I would like to invite our representatives from Baldwin EMS and the Brentwood Volunteer Fire Company to present their reports directly to Council. Following their presentations and any questions from Council, we will then proceed with the motion to accept all reports as submitted.

(Following Presentations)

Mr. President, I move to accept the Department and Borough Manager's Reports for the period ending January 31, 2026.
January 2026 CODE Report.pdf
Janurary 2026 Monthly DPW.pdf
2026 January Monthly-PARKS AND REC.pdf
January 2026 Monthly Community and Economic Development Report
January 2026 Council Report_POLICE CHIEF.pdf
January 2026 Monthly EMS Report.pdf
January 2026 Monthly Managers Report.pdf

8. President's Report - Mr. Stephen Thomas

9. Mayor's Report - Mr. Michael Foyle

9.a. Chief of Police - Update (Chief Adam Zeppuhar) (INFORMATIONAL ITEM)

10. Administrative and Finance Committee- Mr. Harold Smith

10.a. Consider approving minutes from the January Council Meetings (ACTION ITEM)

Mr. President, I move to approve the minutes from the January 5, 2026 Reorganization Meeting and from the January 20, 2026, Council Meeting.
1-5-26 Reorganization Meeting Minutes.pdf
1-20-26 Meeting Minutes.pdf

10.b. Consider accepting the Treasurer's Report for the period ending January 31st (ACTION ITEM)

Mr. President, I move to accept the Treasurer's Report for the period ending January 31, 2026.

January Treasurer's Report (2).pdf
January Revenues (3).pdf

10.c. Consider ratifying the payment of bills from January 1 to January 31

(ACTION ITEM)
Mr. President, I move to ratify the payment of bills for the period of January 1 to January 31, 2026, for the following fund accounts:

01 - General Fund in the amount of $950,627.02
08 - Sanitary Sewer Fund in the amount of $3,584.90
15 - Park Fund in the amount of $0.00
18 - Capital Improvement Fund in the amount of $20,886.13
30-Economic Development Fund in the amount of $10,415.36
35 - Liquid Fuels Fund in the amount of $47,390.56
60 - General Pension Fund in the amount of $11,171.38
65 - Police Pension Fund in the amount of $40,515.73
95 - Operating Reserve Fund in the amount of $0.00
January Expenditures (2).pdf

10.d. Consider the Hiring of Alexandra Laverty for the Position of Administrative Support Specialist. (ACTION ITEM)

Mr. President, I move that Borough Council authorize the hiring of Alexandra Laverty for the position of full-time Administrative Support Specialist effective March 9, 2026, at an annual salary of $63,860.00 and authorizes the Borough Manager and Finance/HR Director to execute all necessary employment documentation consistent with this motion. Ms. Laverty has been serving the Borough in a temporary full-time capacity since December 2025 and has demonstrated the qualifications and performance necessary for permanent appointment.

02.16.2026 Administrative Support Specialist Job Description.pdf
02.10.2026 Laverty_-_Conversion_eligibility_letter.pdf

10.e. Consider Resolution No. 2026-17: Agreement with USI Consulting Group

for Pension Fund Actuarial Services (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-17, which authorizes the Borough to enter into an agreement with USI Consulting Group for actuarial services for the Brentwood Police and Non-Uniform Pension Plans, and with the final form of such agreement subject to the review of the Borough Solicitor, and I further authorize the Borough Manager to execute all documents necessary to effectuate said agreement.

01.22.2026 Actuarial RFP Summary.pdf
Borough of Brentwoof_revised 2-11-2026.pdf
Resolution No. 2025-17 Actuarial Services Agreement.pdf

11. Public Works Committee- Ms. Erin Troup

11.a. Consider Sanitary Sewer Operation and Maintenance Work Authorization from The Gateway Engineers (ACTION ITEM)

Mr. President, I move to execute the Work Authorization from the Gateway Engineers, which is associated with providing professional engineering services for the Sanitary Sewer Operation and Maintenance Program, in an a not-to-exceed amount of $150,000, and which is to be paid from Sanitary Sewer Fund Line Item 08-429-313: Sanitary Sewer Engineering Services.

2026-02-13 2026 BW Sanitary O_M Work Authorization T_M.pdf

11.b. FYI - Dewalt Avenue Streetscape Project - Update (INFORMATIONAL ITEM)

Mr. President, I would like to provide a brief update on the Dewalt Avenue Streetscape project.

The 90 percent construction plans, specifications, and cost estimate have been submitted to PennDOT District 11-0 for review. We are anticipating receiving their comments by the end of this month.

Utility coordination letters have also been distributed, and we will be working closely with Dennis Chuderewicz at the Borough to coordinate responses through the OneCall system.

At this time, the tentative project schedule is as follows: advertisement for bids around April 30, 2026, bid opening around June 11, 2026, and construction anticipated to occur between September and October of 2026.

Please note that depending on PennDOT's review comments and any additional requirements, the advertisement date could shift into the summer months. PennDOT does allow up to a 90-day period between bid opening and issuance of the Notice to Proceed, although that timeframe may be shortened.

We will continue to keep Council informed as we move through PennDOT's review process and refine the schedule accordingly.

Dewalt MTF 90% Plans_20260126 (1).pdf
Dewalt 90% Cost Estimate.pdf

11.c. FYI - MS4 Community Outreach Information (INFORMATIONAL ITEM)

Mr. President, in accordance with the terms of the Borough's Municipal Separate Storm Sewer System Permit requirements, each month, I will share an educational publication pertaining to stormwater management. This month's document is from The Gateway Engineers and describes how homeowners can construct rain gardens on their property.
How to build a Rain Garden-Spring 2026.pdf

12. Zoning and Ordinance Committee- Mr. Richard Schubert

12.a. Consider Ordinance No. 2026-1331: Amendment to Zoning Code for Skill Game Parlors (DISCUSSION ITEM)

Mr. President, a 2023 Commonwealth Court ruling has permitted businesses to install gambling terminals known as "skill games" without state oversight. In order to control the proliferation of these devices, an amendment to the Zoning Code has been proposed. If approved, this ordinance would create a definition for skill games and would limit future installation in bars, restaurants, and retail shops to a small percentage of their floor area. Staff have recommendation restricting proprietors to one machine per 500 square feet of floor area, which mirrors a proposal that has been included in a bipartisan sponsored bill that has been discussed in recent sessions of the PA General Assembly. The ordinance also strictly limits the operation of skill game establishments, which are

businesses that exist solely to provide these types of devices without a companion service.
Ordinance No. 1331 Skill Games DRAFT.pdf

13. Parks and Recreation Committee- Dr. Robert Pasquantonio

13.a. Consider Work Authorization with Gateway Engineers for Stadium Storage Building Sanitary Sewer Lateral Design (ACTION ITEM)

Mr. President, I move to execute the Work Authorization from TheGateway Engineers, which is associated with providing professional engineering services related to the Brentwood Stadium Storage Building sanitary sewer redesign project, in the not-to-exceed amount of $13,000, and which is to be paid from Capital Improvement Fund Line Item 18-459-700: Stadium Capital Construction.

2026-02-13 BW Calming Shelter Lateral Work Authorization T_M.pdf

13.b. FYI - Receipt of Donation for Civic Center (INFORMATIONAL ITEM)

Mr. President, I am pleased to report that the Borough has received a donation that will further enhance the quality of our Civic Center. Tim McGuire, proprietor of Economy Auto, recently attended an event at the facility and observed that the restrooms did not contain changing stations and that no highchairs were available to provide seating for infants. As these items are not required under building codes, they were not discussed as part of the recent renovations to this space. Nonetheless, it is recognized that providing these amenities is important to ensuring the comfort of patrons who are raising small children. In response to these comments, the Borough was prepared to consider the purchase of these items, but Mr. McGuire has generously offered to supply four highchairs and two changing stations at his own expense. I want to extend our sincerest gratitude to Mr. McGuire for making a contribution toward the betterment of our Borough services.

14. Public Safety Committee- Mr. Stephen Thomas

14.a. Consider Agreement with Go Gov Solutions for Electronic Notification System (ACTION ITEM)

This first item was discussed during last month's Public Safety Committee meeting as well as the Community Affairs

Committee meeting. Both Committees reviewed the proposal and are supportive of moving forward with this product.

At this time, I would entertain a motion to enter into an agreement with GoGov Solutions for its Citizen Notification Suite and Online Permitting and Licensing modules for a one-year term commencing March 1, 2026, in the amount of $9,920.00, to be paid from General Fund Line Item 01-407.452 Information Technology Contracted Services and to rescind prior authorization to renew the agreement with Rave Mobile Safety for its Rave 911 software.

Brentwood Borough, PA - Quote - 2025-12-02 (Notify, VoiceSMS, Permits).pdf
GOGov NOTIFY Solution Sheet.pdf
GOGov PERMIT Solution Sheet.pdf

14.b. Consider Purchase of Pedestrian Crossing Signs and Stop Sign Beacons (DISCUSSION ITEM)

Since a proposal to install flashing safety signs on Brownsville Road was discussed at the January Council Meeting, the Borough received additional guidance from The Gateway Engineers regarding this strategy. While these devices are included in the most recent Manual on Uniform Traffic Control Devices, PennDot District 11 generally does not favor their installation unless they are clearly warranted by a formal engineering study.

Additionally, because these devices flash, under PennDot policy, installation requires the acquisition of a traffic signal permit even for fixtures that are installed on municipal streets.

PennDot also outlines a series of countermeasures that must typically be considered before it will approve flashing warning signs. Such options include clearing vegetation, installation additional static signage, placing pavement markings, or installing traffic calming devices. If these measures do not produce the desired results, a documented study that considers crash history, safety deficiencies, or unusual roadway conditions would be required to justify installation. Based on preliminary feedback, it may be difficult to demonstrate that these warrants are met at any of the existing all-way stop intersections along Brownsville Road.

The Public Safety Committee will take this information into consideration and evaluate whether pursuing a study and permit application is advisable given the potential cost and risk of denial. The Committee anticipates returning to Council with a formal recommendation following its review.

TSW Stop Sign Quote.pdf
TSW Pedestrian Signs.pdf
202410-LED-Solar-Traffic-Signs-Brochure.pdf
Solar-LED-Controller-Box-Switch-Settings.pdf
Grainger Quotation Confirmation 2063029016.PDF
26e4dee9-f4d6-4bfb-b58f-72e02bf2fbc6.pdf
2020-01-17_Crosswalk_Review_Report_Text_and_Figures_FINAL_Compress.pdf
2025-07-20 Brownsville Road Traffic Calming Study.pdf
494-22-05 LED Border Lit Signs.pdf

14.c. FYI - Public Safety Committee Meeting (INFORMATIONAL ITEM)

We are working to schedule a Public Safety Committee meeting for either Monday, March 2 or Tuesday, March 3. The purpose of the meeting will be to meet with representatives of the School District to discuss traffic control measures associated with the new elementary school, as well as other public safety matters impacting the Borough. I ask members of the Public Safety Committee to advise our Borough Manager of your availability for either date so we may coordinate accordingly.

15. Community Affairs Committee- Ms. Katelin Montgomery

15.a. Consider Adopting No. 2025-1327: Parades and Assemblages (ACTION ITEM)

Mr. President, I move to adopt Ordinance No. 2025-1327, which amends and restates Chapter 152 of the Borough Code to create updated provisions for the review and issuance of parade and assemblage permits.
Ordinance 2025-1327 Amendments to Chapter 152

15.b. Consider Resolution No. 2026-16: Appointment of T. Devlin to Shade Tree Commission (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-16, which appoints Trieste Devlin to fill an unexpired term for a Brentwood seat on the Multi-Municipal Shade Tree Commission, and with such term expiring December 31, 2026.

Resolution No. 2026-16- Appointment of T. Devlin to Shade Tree Commission.pdf

Shade Tree Commission Recommendation Letter.pdf

15.c. Consider Support of a Comprehensive Rebranding and Marketing Plan (DISCUSSION ITEM)

Mr. President, earlier this evening Council heard a presentation from Retail Strategies regarding its Downtown Retail Recruitment model and its potential benefits for the Borough. The Community Affairs Committee has carefully reviewed this approach and has evaluated how it aligns with the Borough's broader economic development goals, particularly in comparison to the concepts previously contemplated under the authorized Request for Proposals for Design and Branding Services. Based on that review, the Committee believes this model presents a focused and data driven strategy that may better position the Borough to attract targeted retail investment with measurable results.

At this time, I would like to open the floor for Council discussion regarding the scope of services and overall direction of this project, with the understanding that Council may wish to consider formal action at the March 16th Council Meeting.

15.d. FYI - Brentwood to Host County Executive's Press Conference for "Main Streets Allegheny" Program (INFORMATIONAL ITEM)

Mr. President, County Executive Sara Innamorato and representatives of the Allegheny County Department of Economic Development are scheduled to announce their new "Main Streets Allegheny" initiative at a press conference that will be held in the Brentwood Civic Center. This program will be designed to support the types of small businesses and civic organizations that are the lifeblood of communities such as Brentwood. The event takes place on February 19th at 10AM.

15.e. FYI - Social Media Update and Coming Soon... (INFORMATIONAL ITEM)

Mr. President, Community Affairs continues to focus on increasing communication and transparency for the public. Borough social media engagement reflects that commitment. During the recent snowstorm, our platforms reached nearly 66,000 views in a single day, the highest in Borough history. We have also surpassed 4,000 followers, gaining more than 1,000 over the past year.

We recently launched the Inside Brentwood video series, which includes Brentwood 180, featuring our Borough Manager, and Brentwood On The Beat, featuring Police Chief Adam Zeppuhar, to provide greater insight into Borough operations and public safety. Additional ideas for the series include a recurring monthly Mayor's video, possibly titled Mike on the Mic.

Importantly, this communication effort also aligns with Council's recent approval of the GoGov communication and permitting software, which will provide residents with a centralized, user friendly platform for service requests, permits, notifications, and real time updates. Together, these initiatives modernize how Brentwood communicates and engages with the community.

And do not worry, the Mayor will not be alone. We plan to invite our Council colleagues to participate as well, offering each Councilmember the opportunity to host a month throughout the year to highlight their committees and ongoing initiatives on behalf of residents.

This is part of a broader effort to meet residents where they are and ensure Brentwood remains transparent, accessible, and responsive.

16. Special Committees

16.a. South Hills Area Council of Governments (SHACOG) - Mr. Brendan Miller (INFORMATIONAL ITEM)

Mr. President, as the Borough's liaison to the South Hills Area Council of Governments, or SHACOG, I would like to provide a brief monthly update on the many initiatives and activities currently underway through the organization.
February 2026 Monthly SHACOG Report_BMiller.docx

17. Old Business

18. New Business

19. Public Comment. Please limit remarks to three minutes.

20. Adjournment

BOROUGH OF BRENTWOOD COMMUNITY VISION STATEMENT

The Borough of Brentwood is a unified, family-oriented community with a strong commitment to civic pride and traditions. While preserving these standards, ideals and traditions, the community shall strive to provide a high quality of life for all, a superior educational system and residential areas with a more suburban character. The community shall support established businesses while encouraging future economic development and effective local government, all within a safe and clean environment.