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# THE BOROUGH OF BRENTWOOD
## MUNICIPAL BUILDING - 3735 BROWNSVILLE ROAD
## PITTSBURGH, PA 15227-3199

**Office 412-884-1500 - FAX 412-884-1911**
**www.brentwoodboro.com**

## COUNCIL AGENDA MEETING AGENDA
## FEBRUARY 19, 2024
## 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.

The 1st of two monthly Borough Council Meetings.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Presentations**
5. **Comments on agenda action items only. Please limit remarks to three minutes.**
6. **Communications**

6.a. Thank You to Denise Assenti

***Mr. President, the Borough received an email through which a resident thanked Denise Assenti for assisting with the dispatch of the Public Works crew to address an extremely ice driveway approach during January's recent winter storm.***

## 7. Department and Borough Manager's Reports

7.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 January 31, 2024 as presented.***
Jan 2024 Code Report.pdf
2024 Janurary Monthly Report DPW.pdf
January 2024 Council Report_POLICE CHIEF
2024 January Monthly_PARKS AND REC.pdf
January 2024_EMS Report.pdf
January 2024 Monthly Managers Report.pdf

## 8. President's Report - Mr. Mike Foyle

8.a. Council Committee Appointments (INFORMATIONAL ITEM)
02-19-2024 2024 COUNCIL COMMITTEES (FINAL).pdf

## 9. Mayor's Report - Mr. Pasquale Carnevale

## 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 2nd, January 16th, and January 22nd Council Meetings.***
1-2-24 Reorganization Meeting Minutes.pdf
1-16-23 Meeting Minutes.pdf
1-22-23 Meeting Minutes.pdf

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

***Mr. President, I move to accept the Treasurer's Report for the period ending January 31, 2024.***

January 2024 Treasurer's Report.pdf

January 2024 Revenues.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 o January 1 to January 31, 2024 for the following fund accounts:***
***01 - General Fund in the amount of $941,206.82***
***04 - Police Evidence Fund in the amount of $0.00***
***08 - Sanitary Sewer Fund in the amount of $16,726.36***
***15 - Park Fund in the amount of $0.00***
***18 - Capital Improvement Fund in the amount of $273,742.69***
***19 - Municipal Building Fund in the amount of $0.00***
***35 - Liquid Fuels Fund in the amount of $26,863.54***
***60 - General Pension Fund in the amount of $6,670.99***
***65 - Police Pension Fund in the amount of $20,064.69***
***95 - Operating Reserve Fund in the amount of $0.00***
January 2024 Expenditures.pdf

10.d. Consider Resolution No. 2024-20: Exoneration of Tax Collector (ACTION ITEM)

***Mr. President, I move to adopt Resolution No. 2024-20, which exonerates Tax Collector Fay Boland for uncollected real estate taxes for Fiscal Year 2023 in the amount of $267,127.50.***
2023 Outstanding Taxes Summary.pdf
Resolution No. 2024-20 Exoneration of Tax Collector.pdf

## 11. Public Works Committee- Ms. Erin Troup

11.a. 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 with the public information on how they can take simple steps to improve regional water quality. For this month's meeting, I will be disseminating a flyer pertaining to mitigating the impacts of rock salt and other winter weather maintenance activities.***
02-20-2023 Winter Snow Stormwater Article.pdf

11.b. Applications Being Accepted for DPW Seasonal Employees (INFORMATIONAL ITEM)

***Mr. President, the Borough is accepting applications for seasonal Public Works Department employees through April 12, 2024. Job duties include mowing grass, trimming shrubs, shoveling asphalt, installing signs, painting, and similar general labor activities. Pay is set at $15.00 per hour. Preference will be given to Borough residents. Interested individuals should download an electronic employment application from the Borough website.***
2024 PW Summer Help Ad.pdf

11.c. Proposed DPW Park Storage Facility (DISCUSSION ITEM)

***Mr. President, this item is for discussion. Last year the Public Works Committee was charged with the task of exploring options and obtaining costs associated with adding a DPW storage facility in the Brentwood Park. Architect HHSDR developed the attached scenarios all of which are much more than expected. A decision will need to be made whether or not to proceed with the development of additional storage in the park or to hold off until the Civic Center is completed at which time the Borough can conduct a thorough study of its storage needs vs. existing storage available.***
02-13-2024 Memo_To DPW Committee from GZboyovsky RE. Evaluation of Options.pdf

## 12. Zoning and Ordinance Committee- Mr. Richard Schubert

12.a. Consider Resolution No. 2024-18: Appointment of M. Devan to Planning Commission (ACTION ITEM)

***Mr. President, I move to adopt Resolution No. 2024-18, which appoints Planning Commission Alternate Member Michael Devan to fill an unexpired term as a full member of this body, and with such term expiring December 31, 2025.***
Resolution No. 2024-18 Appointment of M. Devan to Planning Commission.pdf

12.b. Consider Resolution No. 2024-19: Appointment of D. Sanson to Zoning Hearing Board (ACTION ITEM)

***Mr. President, I move to adopt Resolution No. 2024-19, which appoints Derek Sanson to fill an unexpired term as an Alternate Member of the Zoning Hearing Board, and with such term expiring December 31, 2028.***
Resolution No. 2024-19 Appointment of D. Sanson as Alternate Member of ZHB.pdf

12.c. Consider Resolution No. 2024-22: Sanitary Sewer Planning Module for Clean Express Car Wash Development (ACTION ITEM)

***Mr. President, I move to adopt Resolution No. 2024-22, which amends the Sewage Facilities Plan for the Saw Mill Run Interceptor to account for new flow that will be generated as part of the Cleaning Express Car Wash development.***
DEP Municipal Form.pdf
Resolution No. 2024-22 Planning Module for 2929 Saw Mill Run Blvd.pdf

12.d. Consider authorizing Borough Staff and Solicitor to work with the Zoning and Ordinance Committee to revise the Borough Code to permit housing in the Commerical Zoning District. (DISCUSSION ITEM)

***Mr. President, in order to promote economic growth, walkability, and efficient land use, the Zoning and Ordinance Committee would like to explore the possibility of revising the Borough Code to permit residential uses in the Route 51 Commercial Zoning District.***

## 13. Parks and Recreation Committee- Dr. Robert Pasquantonio

13.a. Consider extending pool management agreement for 2024 season (DISCUSSION ITEM)

***Mr. President, as the three-year agreement with American Pool Management has now expired, the Borough has requested a new quote for the continued provision of pool management services for the 2024 season. The Parks & Recreation Committee has recommended that, as part of the renewal process, the Borough obtain a quote associated with the inclusion of an additional lifeguard during peak periods of operation. This individual would work a shift of 12PM to 6PM from opening day through August 25th. Under this framework, the total cost of the contract will increase from the the 2023 fee of $98,300 to $114,000. If Council accept these terms, the agreement will be considered for adoption at next week's meeting.***
American Pool 2024 Agreement.pdf

13.b. Consider amendment to facility policy to establish rules for the use of the swimming pool waterslide. (DISCUSSION ITEM)

***Mr. President, while the Borough Facility Policy presently contains a detailed list of rules for regulating the behavior of pool patrons, this document does not include any written restrictions on the safe use of the associated waterslide. In order to confirm the authority of lifeguards to prevent the potentially dangerous misuse of this fixture, the Parks & Recreation Committee is recommending that said policy be amended to outline a series of rules that will subsequently be posted at the facility.***
Pool_Slide_Rules_Proposal.pdf

13.c. Consider amendment to facility policy to establish regulations for the admission of unaccompanied minors to the swimming pool (DISCUSSION ITEM)

***Mr. President, the Parks & Recreation Committee has also recommended amending the policy surrounding youth access to the swimming pool. The proposed adjustments to admission policies requiring adult accompaniment or pre-registration for minors aim to strike an important balance between safety, fairness, and fun at the Pool. Most importantly, ensuring adult supervision for young patrons better protects children from potential accidents or injuries and provides staff/first responders with needed information during emergencies.***

***If implemented, such change would require individuals who are under the age of 18 to either purchase a season pass, be accompanied by an adult, or be registered with the Borough. Through the registration program, parents would be able to authorize their children to attend without supervision via a***

***daily pass. Designated dates would be established prior to the pool season to permit identification tags to be processed for registered individuals, but the Borough would also permit ongoing enrollment at the entrance gate throughout the season. The purpose of this system is not only to increase accountability by ensuring that the residency status of patrons is properly confirmed but also to provide a mechanism by which a parent can be promptly contacted in case of an emergency.***
Admission_Proposal.pdf

13.d. Consider authorizing the purchasing of equipment for the newly renovated Civic Center. (DISCUSSION ITEM)

***Mr. President, as part of the Civic Center renovation project, Council will need to discuss the inclusion of kitchen appliances that are not included in the current scope of work. Needed items included a commercial-grade refrigerator and food warming cabinets. Additionally, an electric griddle may be a beneficial amenity for those who may seek to use the facility for breakfasts or other events with limited menus. Each of these items will be acted on during next week's Council meeting.***
Rack - Bun Sheet Oan Rack.pdf
Refrigersation True T-49-HC w Quote.pdf
Warming Cabinet Avantc HTI-1836DS.pdf
Warming Cabinet Main Street CHP-1836I.pdf
Warming Cabinet Servit CH1UFSISD.pdf
Griddle 24 inch.pdf
Griddle 36 inch.pdf

13.e. FYI - Parks & Recreation Committee meeting will be held on Wednesday, February 21, 2024 at 6:00 PM. (INFORMATIONAL ITEM)

***Mr. President, one final FYI, the Parks & Recreation Committee will be meeting this Wednesday, February 21st at 6:00 PM.***

## 14. Public Safety Committee- Mr. Stephen Thomas

14.a. Consider Resolution No. 2024-21: Appointment of Scott Phares as Civil Service Commission Alternate No. 2 (ACTION ITEM)

***Mr. President, I move to adopt Resolution No. 2024-21, which appoints Scott Phares to a term as Alternate Member No. 2 on the Brentwood Civil Service Commission, and with such term expiring December 31, 2026.***
Applicant Resume.pdf
Resolution No. 2024-21 Apponting S Phares to Civil Service Commission.pdf

14.b. Consider software agreement with Motorola for patrol car cameras. (ACTION ITEM)

***Mr. President, as part of the outfitting of newly purchased patrol vehicles,***

***the Borough has also historically acquired new in-car cameras and associated hardware. However, the incumbent vendor has switched to a software-as-a-service model whereby equipment and installation costs are waved and the Borough is instead required to pay an annual software licensing fee for the period in which the devices are under warranty. Consequently, I move authorize the Borough to enter into five-year software license agreement with Motorola Solutions for an M500 camera system to be placed in the future Patrol Vehicle #16, and which is to be paid from General Fund Line Item 01-407.457: Police Software.***
Motorola Subscription Agreement.pdf

14.c. FYI - Emergency Management Tabletop Exercise Scheduled (INFORMATIONAL ITEM)

***Mr. President, Brentwood Borough will conduct a tabletop exercise to test the community's emergency response plans. This two-hour session has been scheduled for April 2, 2024 at 6:00 PM and will simulate a major weather event that causes widespread power outages and impacts transportation arteries in the Borough. Council members, the Brentwood VFC, Baldwin EMS, the Public Works Department, and the Police Department will participate in this exercise.***

14.d. FYI - Public Safety Meeting Scheduled for Future Tabletop Exercises (INFORMATIONAL ITEM)

***Mr. President, the Public Safety Committee has been working with the Emergency Management Coordinator to develop some additional tabletop exercises, as well as to review the language in the Borough's Emergency Management Plan. The next meeting regarding these items will be scheduled for April 2024.***

## 15. Community Affairs Committee- Ms. Melissa Lenigan

15.a. FYI - July 4th Committee "Night at the Races" Event Scheduled (INFORMATIONAL ITEM)

***Mr. President, the 4th of July Parade Committee will be holding its annual Night at the Races on Friday, April 26th, 2024 at the St. Sylvester's Parish Hall. Doors will open at 6PM, and the exciting racing action commences at 7PM. Participants can enjoy great company and can win exciting prizes. Tickets to this fun-filled event sell out quickly, so be sure to reserve your spot soon! Each ticket includes a buffet dinner, pop, and beer. For more information, please contact me at 412-519-7743 or via email at brentwood4thofjuly@gmail.com***

15.b. FYI - Brentwood-Baldwin-Whitehall Chamber of Commerce "Coffee Talk" Scheduled (INFORMATIONAL ITEM)

***Mr. President, the Brentwood-Baldwin-Whitehall Chamber of Commerce will be hosting its monthly "Coffee Talk" meeting tomorrow, February 20th, at the new R. A. Lutz Elementary School from 8:30 AM to 10:30 AM.***

15.c. FYI - Manager Presentation at March Brentwood-Baldwin-Whitehall Chamber of Commerce Meeting

***Mr. President, tickets to the March 7th lunch meeting of the Brentwood-Baldwin-Whitehall Chamber of Commerce are sure to sell out fast, as the speakers will be Whitehall Borough Manager Courtney Wertz, Baldwin Borough Manager Bob Firek, and ovur very own Borough Manager George Zboyovsky. Each manager will provide updates on current and upcoming projects and events. As exciting developments continue to take place in our Borough, I don't think that the allotted 10 minutes will be enough time for George to review everything that is taking place in our community! The event takes place at the South Hills Country Club at a fee of $35, and preregistration is required.***

## 16. Special Committees

## 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.