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COUNCIL AGENDA MEETING AGENDA
APRIL 15, 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**

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 March 31, 2024 as presented.

March 2024 Code Monthly Report.pdf
March 2024 Monthly DPW.pdf
2024 March Monthly_PARKS AND REC.pdf
March 2024 Monthly EMS Report.pdf
March 2024 Council Report_POLICE CHIEF.pdf
March 2024 Monthly Managers Report.pdf

8. President's Report - Mr. Michael Foyle

8.a. Banner Community Award (INFORMATIONAL ITEM)

For the tenth consecutive year, Brentwood Borough has received the distinguished honor of being named an Allegheny County Banner Community. This status is awarded to a municipality as a result of its outstanding commitment to professional development, prudent fiscal management, transparency, accountability, and proactive communications to community stakeholders. Receiving this prestigious designation is a testament to our unwavering dedication to serving our residents. Both Council and staff should be commended for maintaining these standards of service that the community has rightfully come to anticipate.

9. Mayor's Report - Mr. Pasquale Carnevale

10. Administrative and Finance Committee- Mr. Harold Smith

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

Mr. President, I move to approve the minutes from the March 18th and March 25th, 2024 Council Meetings.

3-18-24 Meeting Minutes.pdf
3-25-24 Meeting Minutes.pdf

10.b. Consider accepting the Treasurer's Report for the period ending March 31, 2024.

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(ACTION ITEM)

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

March, 2024 Treasurer's Report.pdf
March, 2024 Revenues.pdf

10.c. Consider ratifying the payment of bills from March 1 through March 31, 2024. (ACTION ITEM)
Mr. President, I move to ratify the payment of bills for the period of March 1 through March 31, 2024 for the following fund accounts:

01 - General Fund in the amount of $978,850.24
08 - Sanitary Sewer Fund in the amount of $583,994.92
15 - Park Fund in the amount of $0.00
18 - Capital Improvement Fund in the amount of $21,489.08
19 - Municipal Building Fund in the amount of $0.00
35 - Liquid Fuels Fund in the amount of $12,230.90
60 - General Pension Fund in the amount of $7,843.33
65 - Police Pension Fund in the amount of $21,342.21
95 - Operating Reserve Fund in the amount of $0.00
March, 2024 Expenditures.pdf

10.d. Consider renewing agreement with DEP Technologies for information technology services (ACTION ITEM)

Mr. President, I move to renew the information technology services agreement with DEP Technologies in the amount of $9,200 for a block of one hundred service hours, and which is to be paid from General Fund Line Item 01-407.452.
DEP Agreement.pdf

11. Public Works Committee- Ms. Erin Troup

11.a. Consider extending the contract with Cargill, Inc. for a period of July 1, 2024 to June 30, 2025 for the supply of Rock Salt through the SHACOG Purchasing Alliance. (ACTION ITEM)

Mr. President, I move to authorize the Borough to send notice to Cargill, Inc., which is associated with exercising the option to extend its contract for the purchase of rock salt through the SHACOG Purchasing Alliance for an additional one-year term commencing July 1, 2025 and ending June 30, 2025.
04-16-2024 Letter_To Cargill RE. Exercise of Second Option Year_Brentwood Borough.pdf

11.b. Consider Resolution No. 2024-31: National Public Works Week (ACTION ITEM)

Mr. President, I move to adopt Resolution No 2024-31, which recognizes the week of May 19 to May 25, 2024, as National Public Works Week.
Resolution No. 2024-31 DPW Week.pdf

11.c. Consider Work Authorization from Gateway Engineering associated with Sanitary Sewer Operation and Maintenance Plan. (DISCUSSION ITEM)

Mr. President, next week Council will consider a Work Authorization from Gateway Engineers to provide engineering related work associated with the Borough's Sanitary Sewer System.

11.d. FYI - Monthly 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 be providing educational material associated with stormwater management. This month's topic is associated with the requirements for Public Education and Outreach. The attached flyer explains this requirement.
EPA-Stormwater-Phase-II-Final-Rule-Factsheet-2.3-Public-Education.pdf

12. Zoning and Ordinance Committee- Mr. Richard Schubert

12.a. Consider authorizing revisions to the Zoning Code to permit certain digital signs in the Mixed-Use Neighborhood District (DISCUSSION ITEM)

Mr. President, during its March 11th meeting, the Zoning & Ordinance Committee reviewed the application of the digital sign provisions within the Zoning Code to the Mixed-Use Neighborhood District. Council will again need to discuss whether it seeks to pursue any changes to this section of the Code.

12.b. Commercial Zoning District Revisions (INFORMATIONAL ITEM)

Mr. President, as authorized by Council, the Zoning and Ordinance Committee we are excited to provide you with an update on our ongoing efforts to enhance the vibrancy and livability of our community. As part of our commitment to thoughtful urban planning and community development, the Brentwood Borough staff has been diligently working on revising the regulations governing our Commercial District to allow for the inclusion of housing options.

This initiative aims to foster mixed-use development within our Commercial District, creating a more dynamic and pedestrian-friendly environment while also addressing the growing need for housing in our community. By permitting housing of some kind in the Commercial District, we can encourage a diverse range of businesses to thrive while providing residents with convenient access to amenities and services.

Our dedicated team has been conducting comprehensive research, engaging with stakeholders, and exploring best practices from other municipalities to develop a framework that balances economic growth, residential needs, and community character. We are committed to ensuring that any revisions to

the Commercial District regulations are aligned with our community's values and aspirations. We hope to have a draft ready to present to Council in May.

13. Parks and Recreation Committee- Dr. Robert Pasquantonio

13.a. Consider independent contractor agreement with H. Hughes to serve as water aerobics instructor (ACTION ITEM)

Mr. President, I move to approve the independent contractor agreement associated with the appointment of Helen Hughes Smith as a water aerobics instructor for the 2024 swimming season.

13.b. Consider independent contractor agreement with C. Hirsh to serve as water aerobics instructor. (ACTION ITEM)

Mr. President, I move to approve the independent contractor agreement associated with the appointment of Cheryl Hirsch as a water aerobics instructor for the 2024 swimming season.

13.c. Consider independent contractor agreement with Jump Start Sports to operate youth programs in Brentwood Park (ACTION ITEM)

Mr. President, I move to approve the independent contractor agreement associated with the appointment of Jump Start Sports as instructor for certain designated youth athletic programs that will be held in Brentwood Park during the upcoming summer season.
Jump Star Sports Program.pdf

13.d. Consider approving proposal for repair of Brentwood Park Basketball Court (ACTION ITEM)

Mr. President, I move to accept the proposal from Sportscape LLC, which is associated with repairing and resurfacing the Brentwood Park Basketball Court in the amount of $7,400, of which $7,000.00 will be paid from Capital Improvement Fund Line Item 18-454.700 and an additionally $400 will be paid from General Fund Line Item 01-454.370, and with the paint colors to be placed to be made complementary to the existing Tennis Courts.
Scanner_20240412_142426.pdf
Scanner_20240412_142405.pdf
Scanner_20240412_142350.pdf

13.e. Consider awarding Tree Removal Contract (ACTION ITEM)

Mr. President, as mentioned by the Brentwood Baldwin Whitehall Shade Tree Commission last month, there are several trees that should be taken down in Brentwood Park. Next week the Borough will be considering the

contract to remove eight (8) or thirteen (13) trees in Brentwood Park. Five (5) of these trees are located on School District Property. The Borough is waiting to hear from the District to see if they wish to piggyback on this contract or handle this themselves.
BrentwoodPark_2024_0213_HazardTrees_Remove.pdf
BrentwoodPark_2024-0305_HazardTrees_Bartlett.pdf
BrentwoodPark_2024-0311_HazardTrees_Gavin.pdf
BrentwoodPark_2024-0321_HazardTrees_Davey.pdf

13.f. FYI - Food Truck Round-Up Scheduled for April 27th (INFORMATIONAL ITEM)

Mr. President, Borough officials have lassoed six of the tastiest mobile kitchens, and we will be corralling them at Brentwood Park for our annual Food-Truck Roundup. Visitors can enjoy slow-roasted meats from South Side BBQ, Greek classics from Tom's Diner, J apanese flavors cooked on the flattop by Hibachi Lou, spicy Italian sandwiches from Little Nicky's, gourmet hot dogs from Lucia's Catering, and fresh coffee from The Roaming Bean. The event takes place on Saturday, April 27th from 5PM to 9PM.

13.g. FYI - Peaches Peaches and Peaches (INFORMATIONAL ITEM)

Mr. President, the Peach Truck is coming to Brentwood! June 23, July 8, July 23, and August 7th from 8:30 AM - 10:30 AM. They will set up in the park parking lot. The Borough will receive $200 per visit along with 10 lb box of peaches per visit. For those who are not familiar with the Peach Truck, each summer they travel across 10+ states, partnerning with local businesses, churches, school and parks to set up pop up shops in parking lots. There is NO charge to the Borough. These events have been known to attract over 200 customers within just two hours. This is a great opportunity to attract people to the Borough this summer.
Peach Truck Flyer.pdf

14. Public Safety Committee- Mr. Stephen Thomas

14.a. Consider Resolution No. 2024-32: National EMS Week (ACTION ITEM)

Mr. President, I move to adopt Resolution No 2024-32, which recognizes the week of May 19 to May 25, 2024 as National Emergency Medical Services Week. This marks the 50th year that the National Association of Emergency Medical Technicians has sponsored this worthwhile initiative.
Resolution No. 2024-32 EMS Week.pdf

14.b. Consider Resolution No. 2024-33: National Police Week (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2024-33, which recognizes the week of May 12th to May 18th as National Police Week.
Resolution No. 2024-33 Police Week.pdf

15. Community Affairs Committee- Ms. Melissa Lenigan

15.a. Consider Resolution No. 2024-34: Local Gov't Week (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2024-34, which declares the week of May 19 through May 25, 2024 as Local Government Week.
Resolution No. 2024-34 Local Gov't Week.pdf

15.b. Consider authorizing Borough Staff to work with the Community Affairs Committee and Borough Solicitor to develop a Restaurant Incentive Program. (ACTION ITEM)

Mr. President, on the recommendation of the Community Affairs Committee, I move the Borough authorize Borough Staff to work with the Community Affairs Committee and Borough Solicitor to develop a Restaurant Incentive Program.

15.c. FYI - Implementable Comprehensive Plan Schedule (INFORMATIONAL ITEM)

Mr. President, as mentioned last month, the Borough's Implementable Comprehensive Plan is approaching completion. The below are some dates associated with the approval process: May 16th Planning Commission to review; June 17th Council Meeting to review; June 20th Planning Commission to vote on recommendation; July 15th Council Meeting to Approve.

15.d. FYI - Borough Marketing Campaign (INFORMATIONAL ITEM)

Mr. President, the Community Affairs Committee met last month and one of the initiatives discussed was the need for some kind of Borough Marketing Campaign. The Committee will be working on some ideas to present to Council that will include a fresh new logo for Taking It To The Streets and other Borough Events to ensure all Borough Events have a unique and consistent appearance when it comes to advertising and promoting the Borough. This has nothing to do with any of the very successful events the Borough has been growing over the years, this is simply a suggestion that could help add to that success as well as help get the word out to a broader audience about Brentwood in general.

15.e. FYI - DeCarlo Hill Update (INFORMATIONAL ITEM)

Mr. President, the Community Affairs Committee discussed plans to continue to move forward with "the legend of DeCarlo Hill" and some ways to official dedicate this location. Some ideas include a plaque, a bench, a ceremony before a home football game etc. More details to come.

15.f. FYI - National Night Out (INFORMATIONAL ITEM)

Mr. President, we are thrilled to announce Brentwood Borough's enthusiastic participation in the 2024 National Night Out program! National

Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live. This year's event promises to be a memorable one, filled with engaging activities and opportunities to connect with local law enforcement officers, emergency responders, and fellow residents. From informative safety demonstrations to fun-filled games and entertainment, there will be something for everyone to enjoy. We invite all residents to mark their calendars and join us for an evening of unity and celebration on August 6th, 2024, most likely Brentwood Park again. Together, we can make a difference and continue to make Brentwood Borough a safe and welcoming place for all.

15.g. 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

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.