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COUNCIL AGENDA MEETING AGENDA
APRIL 17, 2023
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.

This is the first of two (2) 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, 2023 as presented.

March 2023 CODE
2023 March Monthly Report DPW.pdf
2023 March Monthly_PARKS AND REC.pdf
EMS Report_March 2023.pdf
March 2023 Council Report_POLICE CHIEF.pdf
March 2023 Monthly Managers Report.pdf

8. President's Report - Mr. Dennis Troy

8.a. FYI - Update on the Sale of the Borough's Sanitary Sewer System (INFORMATIONAL ITEM)

Brentwood Borough and the Pennsylvania American Water Company reached a major milestone on Friday, March 31, 2023 when an application was submitted to the Pennsylvania Public Utility Commission for consideration of approval of the sale of the Borough's wastewater collection and conveyance system. It is anticipated that the PUC will take official action during its December 14, 2023 Public Meeting. Upon closing of the transaction, the Borough will receive over $19 million.

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 20th and March 27th, 2023 Council Meetings.

3-20-23 Minutes.pdf
3-27-23 Minutes.pdf

10.b. Consider Accepting the Treasurer's Report for the Period Ending March 31, 2023. (ACTION ITEM)

Mr. President, I move to accept the Treasurer's Report for the period ending March 31, 2023.

March, 2023 Treasurer's Report.pdf
March, 2023 Revenues.pdf

10.c. Consider ratifying the payment of bills from March 1 to March 31, 2023 (ACTION ITEM)

Mr. President, I move to ratify the payment of bills for the period of March 1 to March 31, 2023 for the following fund accounts:

01 - General Fund in the amount of $973,872.75.
04 - Police Evidence Fund in the amount of $4,440.00.
08 - Sanitary Sewer Fund in the amount of $729,980.06.
15 - Park Fund in the amount of $0.00.
18 - Capital Improvement Fund in the amount of $84,433.98.
19 - Municipal Building Fund in the amount of $0.00.
35 - Liquid Fuels Fund in the amount of $24,585.12.
60 - General Pension Fund in the amount of $9,348.80.
65 - Police Pension Fund in the amount of $30,779.59.
95 - Operating Reserve Fund in the amount of $0.00.

March, 2023 Expenditures.pdf

10.d. Consider Approval of Settlement Agreement & Release

Mr. President, I move to accept the Settlement & Release Agreeement as negotiated with Scott & Miki Bagnull in the amount of $2110.35, which is to be paid from General Fund Line Item 01-486.355.

10.e. Consider Resolution No. 2023-19: Amendment to Personnel Manual for Clearance Policy (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2023-19, which amends the Personnel Policies & Procedures Manual to clarify the requirements regarding the maintenance of background clearances by those employees who interact with minors as part of their primary job duties.
Section 25 Amendment for Clearance Requirements.pdf
Resolution No. 2023-19 Amendment to Personnel Manual for Background Clearances.pdf

10.f. FYI - Consider energy supply agreement for street light accounts. (INFORMATIONAL ITEM)

Mr. President, although the Borough is presently enrolled in the Western PA Energy Consortium, this money-saving program does not cover the unmetered accounts that are associated with providing street lighting and powering the traffic signals. The Borough is currently working with Duquesne Light to consider alternate suppliers for these accounts, and it is anticipated that an agreement will be presented to Council for consideration at next week's meeting.

11. Public Works Committee- Mr. Stephen Thomas

11.a. Consider extending the contract with Cargill, Inc. for a period of July 1, 2023 to June 30, 2024 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, 2023 and ending June 30, 2024.

04-18-2023 Letter_To Cargill RE. Exercise of First Option Year_Brentwood Borough (Signed).pdf

11.b. Consider Resolution No. 2023-20: National Public Works Week (ACTION ITEM)

Mr. President, I move to adopt Resolution No 2023-20, which recognizes the week of May 21 to May 27, 2023 as National Public Works Week.

Resolution No. 2023-20 DPW Week.pdf

11.c. FYI - J. Kobelak Successfully Completes Probationary Period (INFORMATIONAL ITEM)

Mr. President, I am pleased to report that Public Works Superintendent Justin Kobelak has successfully completed his one-year probationary period and will continue to serve the Borough in this capacity.

12. Zoning and Ordinance Committee- Mr. Richard Schubert

12.a. Zoning Hearing Board Meeting Scheduled (ACTION ITEM)

Mr. President, the Zoning Hearing Board will convene on April 26th to consider a request to install a six-foot fence at the property at 3011 Bremen Ave.

12.b. Discussion - Amend Zoning Ordinance to Permit Tattoo Studios in the Mixed Use Neighborhood District. (DISCUSSION ITEM)

Mr. President, the Borough has received a request to amend the Zoning Code to permit Tattoo Studios to be operated in the Mixed-Use Neighborhood District. The Table of Principal Uses currently limits such operations to the Industrial District.

04-03-2023 Email_From Chad Rahner RE. Tattoo Studio.pdf
Borough of Brentwood, PA Table of Authorized Principal Uses.pdf

13. Parks and Recreation Committee- Dr. Robert Pasquantonio

13.a. Consider Amendments to Naming Rights Policy (DISCUSSION ITEM)

Mr. President, the Borough has received a request from the Brentwood School District to display advertising banners in park athletic facilities during organized events. If Council is interested in permitting such signs, it will be necessary to amend Naming Rights Policy.
08-25-14 Naming Rights Policy_Brentwood-FINAL CLEAN.pdf

13.b. FYI - Food Truck Roundup Scheduled for April 29th (INFORMATIONAL ITEM)

Mr. President, Borough officials have lassoed five of the tastiest mobile kitchens, and we will be corralling them at Brentwood Park for our annual Food-Truck Roundup. Visitors can enjoy New York-style slices from Bado's Pizza, Middle Eastern favorites from Humus PGH, Japanese flavors grilled on the flattop by Hibachi Lou, slow roasted meats from Woodstoked BBQ, and gooey cinnamon rolls from Hot Bunz. The event takes place on Saturday, April 29th from 5PM to 9PM.

13.c. FYI - First Taking It To The Streets Fair of the Season Scheduled for May 20th (INFORMATIONAL ITEM)

Mr. President, our popular "Taking It to the Streets" fair series returns beginning May 20th. Patrons can enjoy the smooth blues collaborations of The Tina Daniels Band and The Next Band. The event takes place from 6PM to 8PM on Brownsville Road in front of Brentwood Towne Square.

13.d. Consider Amendment to Scope of Civic Center Kitchen Renovations (DISCUSSION ITEM)

Mr. President, in April 2022, Council discussed the scope of the planned renovations to the Civic Center and decided to include both a base list of essential improvements and a series of alternate bids. One such proposed alternate item involves the replacement of the commercial kitchen equipment. At subsequent meetings, Council debated reducing the scope of the kitchen component by declining the architect's initial recommendation to install new commercial grade appliances. Council will need to confirm its desired scope for the kitchen upgrades prior to the completion of the bid documents.
04-20-2020 Rendering and Estimate_CIVIC CENTER.pdf

14. Public Safety Committee- Mr. Michael Foyle

14.a. Consider Resolution No. 2023-21: National EMS Week (ACTION ITEM)

Mr. President, I move to adopt Resolution No 2023-21, which recognizes the week of May 21 to May 27, 2023 as the National Emergency Medical Services Week.
Resolution No. 2023-21 EMS Week.pdf

14.b. Consider Resolution No. 2023-23: National Police Week. (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2023-23, which recognizes the week of May 15th to May 21st as National Police Week.
Resolution No. 2023-23 Police Week.pdf

14.c.
Consider Resolution No. 2023-24: Donation of 2017 Ford Interceptor Utility to the East Washington Borough Police Department

(ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2023-24, which designates the recently retired 2017 Ford Explorer as surplus property and which further authorizes the disposition of such vehicle as a donation to the East Washington Police Department.

east washington pd car 19.pdf
Adjusted mileage value.PNG
mileage value.PNG
IMG_5081.jpg
IMG_5078.jpg
IMG_5079.jpg
IMG_5080.jpg
IMG_5082.jpg
Resolution No. 2023-24 Vehicle Donation.pdf

15. Community Affairs Committee- Ms. Melissa Lenigan

15.a. Consider Resolution No. 2023-22: Local Gov't Week (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2023-22, which declares the week of April 16 through April 22, 2023 as Local Government Week.
Resolution No. 2023-22 Local Gov't Week.pdf

15.b. FYI - Night at the Races Event Scheduled for April 28th (INFORMATIONAL ITEM)

Mr. President, the 4th of July Parade Committee will be holding its annual Night at the Races on Friday, April 28th, 2023. Doors will open at 6PM, and the exciting racing action commences at 7PM. Participants can enjoy great company, prizes, and more. 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 Melissa Lenigan at 412-519-7743 or or via email at brentwood4thofjuly@gmail.com

15.c. FYI - Senior Citizen Fair Scheduled for April 18th (INFORMATIONAL ITEM)

Mr. President, a senior citizen informational fair will take place at the Brentwood Civic Center. An array of vendors and delegates from state agencies will be on site to provide literature and to answer questions. The event, which is sponsored by the office of State Representative Benham, will take place tomorrow, April 18th from 10AM to 12PM.

15.d. FYI - Brentwood VFW National Volunteer Day (INFORMATIONAL ITEM)

Mr. President, the Borough has received notice that the Brentwood VFW will conduct a litter sweep of Brentwood Park as part of National VFW Volunteer Day. Any individuals who would like to help with this spring cleaning should arrive at the Community Room on Saturday, May 6th at 10AM.

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.