THE BOROUGH OF BRENTWOOD
COUNCIL REGULAR MEETING AGENDA
JANUARY 20, 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.

1. **Call to Order.**

2. **Pledge of Allegiance.**

3. **Roll Call.**

4. **Presentation**

   4a.. Give Back Fund Presentation to Brentwood Food Pantry (INFORMATIONAL ITEM)

   4b.. 2024 Borough Audit Presentation (INFORMATIONAL ITEM)

   Borough Auditor Mark Turnley will review the 2024 Audit Report. This annual presentation provides Council and the public with a clear summary of the Borough's financial position and performance for the prior year.
   BOROUGH OF BRENTWOOD AUDIT REPORT 2024.pdf

   4c.. Software Presentation - Samantha Lockel of GoGov Apps Inc. (INFORMATIONAL ITEM)

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

6. **Communications.**

7. **Department & Borough Manager's Reports**

7a.. 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 December 31, 2025.
December 2025 Monthly DPW.pdf
2025 December Monthly_ PARKS AND REC.pdf
2025 DECEMBER Monthly Report-CED.pdf
December 2025 Monthly Report_EMS.pdf
December 2025 Council Report_POLICE CHIEF.pdf
December 2025 Monthly Managers Report.pdf
December 2025 Code Report.pdf

8. President's Report – Mr. Stephen Thomas

8b.. Consider Resolution No. 2026-15: Appointment of E. Werner to Vacancy Board (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-15, which reappoints Eugene Werner to a one-year term as chair of the Brentwood Borough Vacancy Board.
Resolution No. 2026-15 Appointment of E. Werner to Vacancy Board.pdf

Council Committee Appointments (INFORMATIONAL ITEM)
At this time, I would like to formally announce my Council committee and board liaison appointments for 2026.
2026 COUNCIL COMMITTEES (FINAL 01.08.2026).pdf
COUNCIL COMMITTEE DESCRIPTIONS.pdf

9. Mayor's Report – Mr. Michael Foyle

9a.. Swearing-In of Zachery O'Halloran as a Member of the Brentwood Police Department (INFORMATIONAL ITEM)
"At this time, we will proceed with the swearing-in of a new member of the Brentwood Borough Police Department."

"The oath of office is required by the Constitution of the Commonwealth of Pennsylvania."

"Will Officer Zachery O'Halloran please come forward. Please be joined by family and friends."

9b.. Update from Baldwin Emergency Medical Services & Brentwood Volunteer Fire Company. (INFORMATIONAL ITEM)

I have asked the Borough Manager to include new standing

agenda items under the Mayor's Report through which Baldwin Emergency Medical Services and the Brentwood Volunteer Fire Company will have an opportunity to share relevant updates, operational information, and any other items that they believe would be helpful to convey to Council and the general public. This agenda item is designed to supplement the monthly reports and to enhance communication and transparency regarding public safety services.

10. Administrative and Finance Committee - Mr. Harold Smith

10a.. Consider approving minutes from the December Council Meeting (ACTION ITEM)

Mr. President, I move to approve the minutes from the December 8, 2025 Council Meeting.
12-8-25 Meeting Minutes.pdf

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

Mr. President, I move to accept the Treasurer's Report for the period ending December 31, 2025.

December, 2025 Treasurer's report.pdf
December 2025 Revenues.pdf

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

(ACTION ITEM)
Mr. President, I move to ratify the payment of bills for the period of December 1 to December 31, 2025, for the following fund accounts:

01 - General Fund in the amount of $1,093,486.98
08 - Sanitary Sewer Fund in the amount of $154,264.33
09-Stormwater Fund in the amount of $67,565.13
15 - Park Fund in the amount of $0.00
18 - Capital Improvement Fund in the amount of $92,419.80
30-Economic Development Fund in the amount of $7,164.09
35 - Liquid Fuels Fund in the amount of $61,541.70
60 - General Pension Fund in the amount of $6,436.58
65 - Police Pension Fund in the amount of $23,321.91
95 - Operating Reserve Fund in the amount of $0.00
December 2025 Expenditures.pdf

10d.. Consider Resolution No. 2026-02: Reappointment of Solicitor (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-02, which reappoints the firm of Tucker Arensberg as Borough Solicitor for the period ending December 31, 2026.
Letter to G. Zboyovsky re. Brentwood solicitor rates for 2026.pdf
Resolution No. 2026-02 Reappointment of Solicitor.pdf

10e.. Consider Resolution No. 2026-03: Mileage Reimbursement Rate (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-03, which sets the reimbursement rate for official Borough travel in a personal vehicle at 72.5 cents per mile.
IRS Publication.pdf
Resolution No. 2026-03 Mileage Reimbursement Rate.pdf

10f.. Consider Resolution No. 2026-04: Depositories for Municipal Funds (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-04, which establishes the bank depositories for municipal funds.
Resolution No. 2026-04- Depositories for Municipal Funds.pdf

10g.. Consider Resolution No. 2026-05: Payment of Certain Routine and Approved Invoices & Payroll (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-05, which authorizes the Finance Director to make payment of routine and fixed items prior to the same appearing on the list of bills submitted to Borough Council for approval.
Resolution No. 2026-05- Prepayment of Invoices and Payroll.pdf

10h.. Consider Resolution No. 2026-06: Signatories for Borough Accounts (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-06, which designates the authorized signatories for Borough bank accounts.
Resolution No. 2026-06 Signature Authorization On Borough Accounts.pdf

10i.. Consider Resolution No. 2026-07: Newspapers of Record (ACTION ITEM)

Mr. President, I move that Borough Council adopt Resolution No. 2026-07 designating the 'Pittsburgh Tribune-Review' and the 'Pittsburgh Courier' as the official newspapers of general

circulation for the Borough of Brentwood for the year 2026, for the purpose of advertising public meeting notices, ordinance proposals, requests for proposals, and other legal notices, as required by the Borough Code.

This designation reflects the recent closure of the 'Pittsburgh Post-Gazette' and the continued contraction of the printed newspaper market, while ensuring the Borough remains in compliance with statutory public advertising requirements.

Resolution No. 2026-07- Designation of Newspaper of Record.pdf

10j.. Consider Resolution No. 2026-08 : Reappointment of Weiss Burkardt Kramer LLC as Special Legal Counsel (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-08, which authorizes the renewal of the Engagement Agreement with Weiss Burkhardt Kramer LLC to serve as Special Legal Counsel for the period ending December 31, 2026. Such firm will provide legal representation where Tucker Arensberg cannot serve due to a conflict, which includes, but is not limited to, matters related to the Land Lease Agreement for the former Municipal Building site or discussions with the Brentwood School District.
11.24.2025 Engagement Letter_From Weiss Burkardt Kramer to GZboyovsky RE. 2026 Engagement Letter.pdf
Resolution No. 2026-08 Reappointment of Special Counsel.pdf

10k.. Consider Resolution No. 2025-09: Reappointment of Labor Council (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-09, which reappoints of the firm of Campbell Durrant as labor counsel for a period ending December 31, 2025.
Campbell Durant Rates.png
Resolution No. 2026-09 Reappointment of Labor Counsel.pdf

10l.. Consider Resolution No. 2026-10: Exoneration of Tax Collector (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-10, which exonerates Tax Collector Fay Boland for uncollected real estate taxes for Fiscal Year 2024 in the amount of $243,626.79
Resolution No. 2026-10 Exoneration of Tax Collector.pdf
Closeout Report.pdf

10m.. Consider Resolution No. 2026-13: SHACOG Franchising Authority Board

Appointment (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-13, which appoints Brendan Miller as the primary representative to the SHACOG Franchising Authority Board and Harold Smith as the alternate representative to the same.
Resolution No. 2026-13 Franchising Authority Appointment.pdf

10n.. Consider Resolution No. 2026-14: SHACOG Cable Rate Review Board Appointment (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-14, which appoints Brendan Miller as the primary representative to the SHACOG Cable Rate Review Board and Harold Smith as the alternate representative to the same.
Resolution No. 2026-14 Cable Rate Review Board Appointments.pdf

10o... Consider Advertising Ordinance No. 2026-1330: Amendments to Delinquent Tax Collection Fee Schedule (ACTION ITEM)

Mr. President, I move authorize the advertising of ordinance No. 2026-1330, which would amend and restate Chapter 79 of the Borough Code to update the schedule of legal fees that can be assessed as part of the delinquent tax collection process.
Ordinance No. 1330.pdf

10p.. FYI - 2025 Financial Summary (INFORMATIONAL ITEM)
Mr. President, at this time, I would like to provide a brief report on the Borough's end-of-year financial results for 2025, including a summary of the General Fund and several key financial takeaways as we move into 2026.

11. Public Works Committee- Ms. Erin Troup

11a.. Consider Hiring Summer Public Works Department Employees (ACTION ITEM)

Mr. President, I move to authorize the Borough to advertise for seasonal laborers for the Department of Public Works and for the Borough Manager to facilitate the hiring of up to four such temporary employees.

11b.. 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 was produced by Borough staff and is designed to encourage residents to take action to limit the amount of pollution that is conveyed to storm drains. During the winter months, it is particularly important that property owners use salt sparingly, sweep up excess salt after storms, and properly dispose of vehicle fluids like oil and antifreeze.

Brentwood_MS4_Winter_Stormwater_Awareness_Enhanced.pdf
Brentwood_MS4_January_2026_Final_Photos.pdf

11c.. **Discussion Item - Consider amending Chapter 180. Streets and Sidewalks Article VI. Snow and Ice Removal** (DISCUSSION ITEM)

Mr. President, this item relates to the Borough's Snow and Ice Removal Ordinance and, more specifically, ongoing concerns regarding delayed or incomplete sidewalk clearing in commercial areas.

The Borough's code is very clear that property owners—particularly commercial property owners—are responsible for keeping sidewalks safe and passable following winter weather events. When this does not occur in a timely manner, it creates real safety hazards for pedestrians, limits accessibility for seniors and individuals with disabilities, and exposes both the public and the Borough to unnecessary risk.

The intent of this discussion is not to create new rules, but to ensure consistent enforcement of existing requirements, fairness for businesses that comply, and, most importantly, the safety of residents and visitors who rely on our sidewalks every day.

12. Zoning and Ordinance Committee - Mr. Rich Schubert

12a.. FYI - Update on Zoning Ordinance Amendment for Skill Game Arcades (INFORMATIONAL ITEM)

Mr. President, staff is currently developing the proposed ordinance that is associated with creating a designated use within the Zoning Code for businesses that operate "skill games" and other simulated gambling devices as a primary use. As part of this effort, a floor area-based limitation on the number of such devices that can be located in

businesses within the Mixed-Use Neighborhood District will also be presented.

13. Parks and Recreation Committee - Dr. Robert Pasquantonio

13a.. Consider Resolution No. 2026-11: Designation of Special Events (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-11, which designates certain community events as Special Events in accordance with the terms of collective bargaining agreements with the Public Works Department and the Police Department.
Resolution No. 2026-11 Special Events.pdf

13b.. Consider Resolution No. 2026-12: Alcohol Permits for Special Events (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2026-12, which authorizes the Borough to permit the dispensing of alcoholic beverages at its 2026 "Taking It to the Streets" fair events.
Resolution No. 2026-12 Alcoholic Beverages at Special Events.pdf

13c.. Consider Agreement with Annie's Showmobile Co. for Stage Rental (ACTION ITEM)

Mr. President, I move to approve the agreement with Annie's Showmobile Co. , which is associated with the lease of a stage for use at the five 2026 "Taking It to the Streets Fair" events which includes the "Holiday Magic" event, in the amount of $6900, and with $5750 to be paid from General Fund Line Item 01.451-457 and with the remaining $1150 to be paid from General Fund Line Item 01-451.452.
Showmobile Agreement.pdf

13d.. Consider Renewing the Agreement with American Pool Management for the 2026 Season (ACTION ITEM)

Mr. President, I move to renew the agreement with American Pool Management of Pittsburgh, which is associated with providing lifeguard and pool operations services for the 2026 swimming season, in the amount of $125,600, and which is to be paid from General Fund Line Item 01-452.450.
American Pool 26.pdf

13e.. Consider Hiring Summer Pool & Concession Stand Employees (ACTION ITEM)

Mr. President, I move to authorize the Borough to advertise for

seasonal pool attendants and concession stand workers and for the Borough Manager to facilitate the hiring of such employees.

13f.. FYI - Shade Tree Commission to Host Tree Pruning Workshop on January 31st (INFORMATIONAL ITEM)

Mr. President, the Multi-Municipal Shade Tree Commission will be conducting a Tree Pruning Workshop on Saturday, January 31st at 9AM. This event will be led by a certified arborist and will be open only to individuals who have previously completed the tree tender certification with Tree Pittsburgh.

13g.. FYI - Borough Receives Grant Award (INFORMATIONAL ITEM)

Mr. President, if you attended the ribbon cutting ceremony for the reopening of the Brentwood Civic & Recreation Center, you would have heard this news that I am pleased to announce again that Brentwood Borough has received official notice of a grant award through the Allegheny County Gaming Economic Development & Tourism Fund for the Brentwood Park Parking Lot Improvements Project.

The project includes milling, repaving, and stormwater improvements, with an estimated total cost of approximately $430,000. The Borough was awarded $160,000, with a required local match of approximately $160,000.

There is nothing further to report at this time, and Council will be updated as the project advances.

14. Public Safety Committee - Mr. Stephen Thomas

14a.. Consider Resolution No. 2026-01: Reappointment of Emergency Management Coordinator (ACTION ITEM)

At this time, the Chair will entertain a motion to adopt Resolution No. 2026-01, which reappoints John Balkovec to a two-year term as Emergency Management Coordinator, and with such term expiring December 31, 2027.
Resolution No. 2026-01 Reappointment of J. Balkovec as EMC.pdf

14b.. Consider renewing the police vehicle washing contract with Mr. Magic for a period of January 1 through December 31, 2026

(ACTION ITEM)

At this time, the Chair will entertain a motion to renew the agreement with Mr. Magic Car Wash, which is associated with the washing of police department vehicles for the period of January 1, 2026 through December 31, 2027 at an annual cost of $1727.05, and which is to be paid from General Fund Line Item 01-410.450.

Mr Magic 26-27.pdf

14c.. Consider Agreement with Go Gov Solutions for Electronic Notification System (DISCUSSION ITEM)

This item is presented for discussion and Council consideration only. The Public Safety Committee will be meeting next week to review some Public Safety Items. This platform will be included and reviewed in more detail, including operational impacts, implementation considerations, and funding options. However, if Council has any questions or concerns following tonight's presentation, staff is happy to address those now as part of this discussion.

Staff anticipates the following next steps:
- ***February 16, 2026: Council consideration of action on the software subscription***
- ***March 2026: Implementation and staff training, if approved***

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

14d.. Consider Purchaser of Pedestrian Crossing Signs and Stop Sign Beacons (DISCUSSION ITEM)

This next item is presented for discussion only. The Public Safety Committee will be meeting next week to further review the proposed devices, potential installation locations, cost estimates, and implementation considerations, as well as to

revisit the two prior Brownsville Road Safety Improvement Studies prepared by The Gateway Engineers, to confirm that the proposed devices are consistent with the study recommendations. Following that review, the Public Safety Committee anticipates returning to Council with a formal recommendation and motion for consideration.

If Council has any initial questions or comments this evening, staff is happy to address those as part of tonight's discussion.

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

14e.. FYI - Public Safety Committee meeting (INFORMATIONAL ITEM)

As mentioned, I would like to schedule a Public Safety Committee for Tuesday, January 27th or Thursday, January 29th at 6:00 PM if that works for the rest of the committee.

14f.. FYI - Public Safety/Emergency Management Tabletop Exercise (INFORMATIONAL ITEM)

As an FYI - I'd like to note that the Borough will be participating in its second safety tabletop exercise on Wednesday, January 21st at 6:00 p.m., hosted at Baldwin EMS. This exercise brings together police, fire, EMS, public works, school, and hospital representatives to walk through emergency scenarios and clarify roles and coordination during critical incidents. The first exercise was very productive, and this continued collaboration helps strengthen our overall emergency preparedness.

15. Community Affairs Committee - Ms. Kate Montgomery

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

Mr. President, I move to authorize the advertising of Ordinance No. 2025-1327, which amends and restates Chapter 152 of the Borough

Code to create updated provisions for reviewing and issuing parade and assemblage permits.
Ordinance 2025-1327 Amendments to Chapter 152

15b.. FYI - Community Affairs Committee Meeting (INFORMATIONAL ITEM)

Mr. President, as mentioned in December, the Community Affairs Committee will be meeting in the next week or so to review an alternative concept for supporting our business district and community branding efforts. This meeting will include a discussion of the Downtown Retail Recruitment model as presented by Retail Strategies and how its concept compares to those presented in the previously authorized Branding and Design RFP. The Committee will take a closer look at these options and provide a recommendation to Council.

16. Special Committees

17. Old Business

18. New Business

19. Public Comment

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.