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COUNCIL AGENDA MEETING AGENDA
AUGUST 21, 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

2.a. Moment of Silence for our neighbors in Plum who were affected by the tragedy. (INFORMATIONAL ITEM)

Please stand for the pledge of allegiance and remain standing for a moment of silence for the victims of the tragedy in Plum Borough; Casy & Keegan Clontz, Paul & Heather Oravitz, Kevin Sebunia, and Plum Borough Manager Michael Thomas.

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 July 31, 2023 as presented.

Brentwood Borough Report July 2023.pdf
2023 July Monthley Report DPW.pdf
2023 July Monthly_PARKS AND REC.pdf
July 23 CODE Monthly.pdf
July 2023 Council Report_POLICE CHIEF.pdf
July 2023 Monthly Managers Report.pdf

8. President's Report - Mr. Dennis Troy

8.a. Joint School Board Meeting (INFORMATIONAL ITEM)

The next joint meeting of the Brentwood School District and Borough Council is scheduled for Tuesday, August 29th at 7:00 PM. This meeting will be hosted by the Borough. These meetings are open to the public.

8.b. FYI - September Agenda meeting. (INFORMATIONAL ITEM)

FYI - The September Agenda meeting was scheduled for Tuesday, September 19th instead of Monday, September 18th due to the conflict with the annual Rt. 51 Corridor Golf Outing.

9. Mayor's Report - Mr. Pasquale Carnevale

10. Administrative and Finance Committee- Mr. Harold Smith

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

Mr. President, I move to approve the minutes from the July 18, 2023 Council Meetings.

7-18-23 Minutes.pdf

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

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

July Treasurer's Report.pdf
July Revenues.pdf

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

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

01 - General Fund in the amount of $859,603.19
04 - Police Evidence Fund in the amount of $0.00
08 - Sanitary Sewer Fund in the amount of $28,881.56
15 - Park Fund in the amount of $0.00
18 - Capital Improvement Fund in the amount of $256,510.33
19 - Municipal Building Fund in the amount of $0.00
35 - Liquid Fuels Fund in the amount of $14,323.67
60 - General Pension Fund in the amount of $9,000.86
65 - Police Pension Fund in the amount of $30,399.23
95 - Operating Reserve Fund in the amount of $0.00

July Expenditures.pdf

10.d. Consider Adopting the 2024 Budget Planning Schedule (ACTION ITEM)

Mr. President, I move to approve the attached schedule for the adoption of the 2024 Borough Operating Budget.
2024 BUDGET PLANNING SCHEDULE.pdf

10.e. Consider advertising Ordinance No. 2023-1315, providing for the issuance of general obligation bonds to accomplish said refunding on the recommendation of the Administration & Finance Committee to pursue Option No. 3 of the Summary of Refinancing Options in connection with the refunding of the Borough's outstanding General Obligation Bonds, Series of 2018. (ACTION ITEM)

Mr. President, in Resolution No. 2023-30, Borough Council authorized its bond financing team to explore the refunding of the Borough's outstanding General Obligation Bonds, Series of 2018 and to take certain actions in connection therewith, which resulted in the presentation of a summary of the Borough's refinancing options being made to the Borough's Administration & Finance Committee earlier this month. Consequently, I move to accept the recommendation of the Administration & Finance Committee to pursue Option #3 of the Summary of Refinancing Options, provided by PFM

Financial Advisors LLC and Raymond James and Associates, in connection with the refunding of the Borough's outstanding General Obligation Bonds, Series of 2018 and further move that the Borough Council ratify and authorize the advertisement of Ordinance No. 2023-1315, providing for the issuance of general obligation bonds to accomplish said refunding.
Brentwood Borough -- Debt Ordinance - 2023 NTE(31741892.1).pdf
Brentwood Borough_Restructure Analysis.pdf

10.f. FYI - Sanitary Sewer Collections Update (ACTION ITEM)

Mr. President, as everyone is aware, at the beginning of the year the Borough agreed to reinstitute an aggressive collection campaign on delinquent sewage accounts. In January, the Borough was faced with over $1 million in delinquent accounts. The primary reason for such a large delinquent balance was due to the Borough's inability to utilize water shutoffs for nonpayments. Like the cable companies, if you do not pay your bill they cut off your cable. The Borough was unable to utilize water shutoffs during Covid due to federal and state moratoriums. In January of this year, the Borough once again began to utilize this tool for collections, although it is unfortunate that it takes water termination for some to pay their sewage bills, I am happy to report that the Borough's delinquent sewage account balance has been reduced by nearly 67% to approximately $372,000. In other words, over the last 8 months, our small but mighty, in-house delinquent sewer collections team was able to bring in approximately $710,000 in delinquent sewer fees.
08-21-2023 Current amount due for SEWAGE-TRASH for Council.pdf

11. Public Works Committee- Mr. Stephen Thomas

11.a. Consider Resolution No. 2023-37; Requesting to be included in the Allegheny County Community Development Block Grant and Home Program for Three (3) Years - 2024, 2025, and 2026. (ACTION ITEM)

Mr. President, I move to adopt Resolution No. 2023-37; Requesting to be included in the Allegheny County Community Development Block Grant and Home Program for Three (3) Years - 2024, 2025, and 2026.
Resolution No. 2023-37 Opt In County CDBG Program.pdf
Brentwood Borough .pdf
OPT-IN OPT-OUT CHART 2024 - 2026.pdf

11.b. Consider Resolution No. 2023-38: Approving the Act 537 Plan Update Special Study for Brentwood Borough (ACTION ITEM)

Mr. President, I move the Borough adopt Resolution No. 2023-38; Approving the Act 537 Plan Update Special Study for Brentwood Borough as recommended by the Gateway Engineers.
Report Final_Brentwood Sanitary Sewer 537 Special Study - 23.07.10.pdf
Resolution No. 2023-38 Approval of 537 Plan Update.pdf

11.c. 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 flyer discusses a case study regarding off-site stormwater management program in Washington, D.C. For more information, please refer to the attached document from the Environmental Protection Agency.
Off-site Stormwater Management in Washington, District of Columbia _ US EPA.pdf

11.d. Consider Work Authorization from Gateway Engineers associated with Consent Order Agreement requirements. (ACTION ITEM)

Mr. President, I move to approve the work authorization from the Gateway Engineers associated with assisting the Borough in the preparation of the Sanitary Sewer Elimination Plan and Alternative Analysis reporting as required by the Phase II Consent Order Agreement in the not-to-exceed amount of $42,000 to paid from the Borough's Sanitary Sewer Fund Line Item 08-429-313 Operations & Maintenance Plan Engineering Services.
2023 BW SSO EP AA Work Authorization T_M.pdf
2023-08-18 - Brentwood COA PSR.pdf

12. Zoning and Ordinance Committee- Mr. Richard Schubert

12.a. August Planning Commission Meeting (INFORMATIONAL ITEM)

Mr. President, the Planning Commission convened on August 17th to review the proposed Zoning Ordinance amendment associated with permitting body art establishments as a conditional use. A public hearing before Council has been scheduled for September 19th before the 7:30 PM Council Meeting.

13. Parks and Recreation Committee- Dr. Robert Pasquantonio

13.a. Consider Change Order No. 1 from Musco Sports Lighting in the amount of $6,000 associated with drilling through rock for the Field No. 3 Light Pole foundations to be paid from the Capital Improvement Fund Line Item 18-454-700 Park Improvements (ACTION ITEM)

Mr. President, I move the Borough approve Change Order No. 1 from Musco Sports Lighting in the amount of $6,000 associated with drilling through rock for the Field No. 3 Light Pole foundations to be paid from the Capital Improvement Fund Line Item 18-454-700 Park Improvements
08-07-2023 CO1_Drilling Through Rock_Musco.pdf

14. Public Safety Committee- Mr. Michael Foyle

14.a. Consider Advertising Ordinance No. 2023-1313: No Parking Zone on Lawnview Avenue at Beisner Avenue (ACTION ITEM)

Mr. President, I move to advertise Ordinance No. 2023-1313, which would create a 'no parking' zone on the westbound side of Lawnview Avenue from the intersection with Beisner Avenue to a point 35 feet to the northeast.
Ordinance No. 2023-1313 No Parking Zone on Lawnview.pdf
3914_Lawnview_Ave_-_Plan_View.pdf
3911_Lawnview_Ave_-_Google_Maps.pdf

14.b. Consider Ordinance No. 2023-1316; amending in limited part, Chapter 180 of the Brentwood Borough Code, "Streets and Sidewalks" to clarify prohibitions regarding the obstruction of public sidewalks. (DISCUSSION ITEM)

Mr. President, because the State Vehicle Code includes certain exceptions that could provide grounds for a motorist challenge of a citation issued for parking on a sidewalk, Council has asked that alternative methods be considered for addressing this issue. A number of similar dense suburban communities have local ordinances that prohibit sidewalk parking under all circumstances. During the July Council meeting, Council asked staff to work with the Borough Solicitor in amending the current sidewalk ordinance. The current statute includes antiquated language that prohibits the storage of merchandise on the sidewalk. Presently, the ordinance permits a fine of up to $600 however based on Council's discussion a tiered progressive fine schedule is being proposed. Other items to consider is whether this Ordinance will be enforced 24 hours a day/7 days a week or does the Council want to only have this enforced during daylight hours.
Chapter 180 - Streets and Sidewalks.pdf
08-21-2023 Ordinance No. 1316 Sidewalk Obstructions -DRAFT1.pdf

14.c. FYI - Traffic Signal Timing Changes (INFORMATIONAL ITEM)

Mr. President as an FYI, as a follow up to Councilman Schubert's recommendation to improve the safety of pedestrian's crossings at various signalized intersection along Rt. 51, the Borough Manager will be meeting with PennDOT officials this week for a scoping meeting to discuss the changes to the various traffic signals along Rt. 51 to possibly include a pedestrian only crossing.

15. Community Affairs Committee- Ms. Melissa Lenigan

15.a. Consider ratifying expenses associated with 2023 National Night Out Event (ACTION ITEM)

Mr. President, I move the Borough ratify the expenses associated with the August 1, 2023 National Night Out event in the amount of $1,000 to be paid from the Borough's General Fund Civil and Military Celebrations Section, Line Item 01-457-450 Contracted Services.
PGH Party Invoice.pdf
Inv_9458_from_Mike_The_Balloon_Guy__Co._LLC._19128.pdf
DJ Event Planner Contract 1.pdf

15.b. FYI - Taking It To The Streets - August 26th (INFORMATIONAL ITEM)

Mr. President, as a FYI - residents and neighbors can hang onto the summer by attending the second to the last Taking It To The Streets event planned for this Saturday, August 26th from 6:00 PM - 10:00 PM at Brownsville Road and Townsquare Way. The band Glitz will transport us back to the 80's playing all of the classic 80 songs from Madonna to Boy George while patrons, dressed in their best Don Johnson Miami Vice suit par-take in refreshments from Back Alley Brewing, Wine O'Clock Somewhere, Hibachi Lou, Totopo, The Roaming Bean, and Tom's Diner on Wheels.

15.c. FYI - Community Day - September 9th, 12:00 PM - 4:00 PM (INFORMATIONAL ITEM)

Mr. President, another FYI - Brentwood Borough is excited to announce Brentwood Borough Community Day. A rain or shine family friendly event with activities and attractions for all ages. Saturday September 9, 2023, 12:00 pm to 4:00 pm in Brentwood Park at the Ball Fields.Free admission and parking! Activities include Food | DJ | Vendors | Specialty Booths | Community Information | Balloon Art | Caricaturist |Face Painting | Strolling Magician | Stilt Walker/Juggler | Inflatables | Petting Zoo | Games | Sand Art | Spin Art | Pony Rides | Train Rides

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.