



**THE BOROUGH OF BRENTWOOD  
COUNCIL AGENDA MEETING  
MAY 11, 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](http://www.brentwoodpa.gov) for more information.

Brentwood Borough Council will hold its regular public meeting to review and act on Borough business, including ordinances, resolutions, expenditures, and updates from Borough staff and committees.

The meeting is open to the public, and residents are welcome to attend and provide public comment in accordance with Borough procedures.

This meeting will be livestreamed and recorded through Granicus for public viewing.

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Roll Call**

**4. Presentations**

- 4.a. Give Back Fund Presentation to the Brentwood Volunteer Fire Company (INFORMATIONAL ITEM)

***I am honored to present a check from the Council Community Give-Back Fund to representatives of the Brentwood Volunteer Fire Company.***

- 4.b. Mayoral Proclamation in Honor of Former District Magistrate Kaiser (INFORMATIONAL ITEM)

***Tonight we have the honor of recognizing an individual whose actions serve as a reminder that courage, character, and community spirit are very much alive in Brentwood Borough. This evening, we recognize not only an act of valor, but also a lifetime commitment to***

*this community by someone who has continued to lead by example long after leaving public office. At this , I would ask that I would ask former District Magistrate Ralph Kaiser to step forward to receive a Mayor Proclamation.*

**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)

*At this time, Council will consider acceptance of the Department and Borough Manager's Reports for the period ending April 30, 2026. Is there a motion to accept the reports as presented?*

[April 2026 Monthly DPW.pdf](#)

[April 2026 Code Monthly .pdf](#)

[2026 April Monthly-PARKS-AND REC.pdf](#)

[2026 APR MONTHLY - Comm. and Econ Development.pdf](#)

[April 2026 Council Report\\_POLICE CHIEF.pdf](#)

[04.24.2026 Manager and Department Reports.pdf](#)

**8. President's Report - Mr. Stephen Thomas**

**9. Mayor's Report - Mr. Michael Foyle**

9.a. Chief of Police - Update (Chief Adam Zeppuhar) (INFORMATIONAL ITEM)

9.b. Baldwin EMS Report - (Chief Todd Plunkett) (INFORMATIONAL ITEM)  
[Brentwood Borough Report April 2026.pdf](#)

9.c. Brentwood Volunteer Fire Company - (Chief Rob Fialkovich) (INFORMATIONAL ITEM)

**10. Administrative and Finance Committee- Mr. Harold Smith**

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

**Mr. President, I move to approve the minutes from the April 20, 2026 Council Meeting.**

[4-20-26 Meeting Minutes.pdf](#)

- 10.b. Consider accepting the Treasurer's Report for the period ending April 30th (ACTION ITEM)

**Mr. President, I move to accept the Treasurer's Report for the period ending April 30, 2026.**

[April Treasurer's Report \(2\).pdf](#)

[April Revenues.pdf](#)

- 10.c. Consider ratifying the payment of bills from April 1 to April 30 (ACTION ITEM)

**Mr. President, I move to ratify the payment of bills for the period of April 1 to April 30, 2026, for the following fund accounts:**

**01 - General Fund in the amount of \$1,070,517.87**

**08 - Sanitary Sewer Fund in the amount of \$58,197.98**

**15 - Park Fund in the amount of \$0.00**

**18 - Capital Improvement Fund in the amount of \$4,292.45**

**30-Economic Development Fund in the amount of \$9,210.56**

**35 - Liquid Fuels Fund in the amount of \$21,991.37**

**60 - General Pension Fund in the amount of \$17,662.63**

**65 - Police Pension Fund in the amount of \$22,286.45**

**95 - Operating Reserve Fund in the amount of \$0.00**

[April Expenditures.pdf](#)

- 10.d. Consider Resolution No. 2026-32: Fund Balance & Operating Reserve Policy (ACTION ITEM)

**Mr. President, I move to adopt Resolution No. 2026-32, which as establishes a Fund Balance and Operating Reserve Policy. This policy is being proposed as part of the Borough's broader effort to strengthen and modernize its financial management practices following the recent credit rating adjustment. The policy establishes formal guidelines for the management, designation, maintenance, and use of fund balance and reserve funds, including the formal establishment of an Operating Reserve Fund, procedures for annual transfers of surplus funds, and limitations regarding the use of reserve funds for one-time, non-recurring expenditures.**

**The proposed policy is intended to reflect recognized municipal finance best practices and to improve transparency, long-term**

***financial planning, financial stability, and the Borough's ability to rebuild and maintain adequate reserve levels moving forward.***

[Resolution No. 2026-32 Fund Balance and Reserve Policy.pdf](#)

- 10.e. Consider request from Brentwood School District to wave building permit fees for two projects at the High School (ACTION ITEM)

***Mr. President, I move to authorize the waiver of building permit fees for the Brentwood School District, which are associated with the planned installation of a backup generator and the construction of egress ramps at the High School facility, and with such waiver subject to the School District utilizing the services of a licensed third-party agency to conduct inspections of such projects and complying with all other applicable state regulations.***

[Brentwood SD request.pdf](#)

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

- 11.a. Consider Cooperation Agreement with PWSA for MS4 Project (ACTION ITEM)

***Mr. President, I move to approve the agreement negotiated with the Pittsburgh Water & Sewer Authority, which is associated with partnering with this entity in a multi-municipal stream restoration project to satisfy pollutant reduction targets under the Borough's Municipal Separate Storm Sewer System Permit, in a not to exceed amount of \$17,974.50, and with final ratification of such agreement subject to the review of the Public Utilities Commission.***

[CONTRIBUTION AGREEMENT.pdf](#)

- 11.b. Consider renewal of the Sanitary Sewer Excavation Repair Contract with Roto-Rooter Services Company for FY 2026 (ACTION ITEM)

***Mr. President, upon the recommendation of The Gateway Engineers, I move to accept the year three renewal option on the Sanitary Sewer Operations & Maintenance Contract for excavation repairs with Roto-Rooter Services Company for contract year 2026, and I further authorize the execution of Change Order No. 1, which is associated with establishing a 5.0% increase to unit prices for such renewal period for a revised contract amount of \$1,603,969.71 to be paid from the 2026 Sanitary Sewer Fund Budget Line Item 08-429-372 Sanitary Sewer O&M Plan.***

[05.01.2026 Renewal Contract B - Excavation Contract Renewal Change Order #1 Package Roto Rooter.pdf](#)

- 11.c. Consider the 2026 Brentwood Borough Sanitary Sewer Lining Program Contract to Jet Jack, Inc. (ACTION ITEM)

***Mr. President, upon the recommendation of The Gateway Engineers, I move to award the Sanitary Sewer Operations & Maintenance Contract for lining repairs to Jet Jack, Inc., the lowest responsible bidder, in the not-to-exceed amount of \$1,124,370.00, and which is to be paid from the Sanitary Sewer Fund Budget Line Item 08-429-372: Sanitary Sewer O&M Plan.***

[05.07.2026 Bid Recommendation Package - Brentwood 2026 Lining.pdf](#)

- 11.d. 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 is from The Gateway Engineers and focuses on how pet waste affects our local waterways.***

[05.11.2026 Q2 2026 - Pet Waste Article.pdf](#)

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

- 12.a. Consider Resolution No. 2026-31: Opposition to House Bills 2109 & 2186 (ACTION ITEM)

***Mr. President, I move to adopt Resolution No. 2026-31, which expresses the official opposition of Borough Council to House Bill 2109, which would preempt local zoning authority to regulate the number of unrelated persons within an individual household, and House Bill 2186, which would preempt local zoning authority over accessory dwelling units, and I further move to authorize the Borough Manager to send a letter to Representative Benham to urge a vote against such legislation.***

[Resolution No. 2026-31 Opposition to HB 2109 & 2186.pdf](#)

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

- 13.a. Consider Independent Contractor Agreement for Line Dancing Instructor (ACTION ITEM)

***Mr. President, I move to approve the Independent Contractor Agreement associated with retaining the services of Linda Caputo to conduct a line dancing class series as a Borough recreational program.***

[Agreement.pdf](#)

- 13.b. Consider authorizing the Shade Tree Commission to submit a TreeVitalize grant application (ACTION ITEM)

**Mr. President, I move to authorize the Borough to partner with the Brentwood-Baldwin-Whitehall Shade Tree Commission for the purposes of submitting a grant application under the TreeVitalize program, and which is associated with replacing 14 street trees on Brownsville Road and Dewalt Avenue.**

[Shade Tree Proposal.pdf](#)

13.c. "Taking It To The Streets" Season Kickoff (INFORMATIONAL ITEM)

**Mr. President, this Saturday, Brentwood Borough proudly kicks off its summer event season with the first "Taking it to the Streets" fair of the year. The event will take place on May 16 from 6:00 p.m. to 10:00 p.m. on Brownsville Road in front of Brentwood Towne Square.**

**The festivities will feature an energetic performance of '90s favorites by The Clintones. Residents will be able to enjoy food and refreshments from Hibachi Lou, Franken-Fried, Two Gunz BBQ, Cousins Maine Lobster, On a Roll Catering, The Lemon Line Up, Brew3d, and Page's Ice Cream. Adult beverages will also be available through Velum Fermentation and Back Alley Brewing. Participants can additionally play carnival-style games, meet local vendors, and participate in family-friendly activities throughout the evening.**

**This event series continues to bring our community together, support local businesses and vendors, and showcase the energy and excitement taking place throughout our municipalities. On behalf of the Parks and Recreation Committee, we encourage all residents to bring their family and friends to enjoy what is sure to be a first class event.**

13.d. Brentwood Pool Season Passes on Sale (INFORMATIONAL ITEM)

**Mr. President, with the temperatures due to increase later this week, I want to remind the public that our Brentwood Pool is filled and is ready for opening Day, which is scheduled for May 23rd. Get ready to make a splash this summer with our unbeatable pool pass prices. Beat the heat and enjoy unlimited access to our sparkling oasis all season long.**

**Online season pool pass sales are currently available through our municipal website. In-person season pool pass sales and youth**

***registration are available on May 14th & 15th and again from May 18th through May 21st. The passes can be purchased from 5:30 pm to 7:30 pm at the ticket booth in the pool admission area. After Memorial Day weekend, passes can be acquired during regular pool hours at the facility.***

***Don't miss the chance to soak up the sun and make unforgettable memories with friends and family.***

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

- 14.a. Consider Approving Settlement Agreement Associated with Active Litigation

(ACTION ITEM)

***I would like to entertain a motion to approve the settlement agreement associated with the resolution of litigation filed in the Allegheny County Court of Common Pleas and captioned as "Friedman vs. Borough of Brentwood."***

- 14.b. Consider Resolution No. 2026-30: Appointment of Robert Samarco as Civil Service Commission Alternate No. 3 (ACTION ITEM)

***I would like to entertain a motion to adopt Resolution No. 2026-30, which appoints Robert Samarco to a five-year term as an Alternate Member of the Brentwood Civil Service Commission, and with such term expiring December 31, 2030.***

[Resolution No. 2026-30 Appointment of R. Samarco as Civil Service Alternate.pdf](#)

[2026 Civil Service Commission Members List.pdf](#)

- 14.c. Consider Advertising Ordinance No. 2026-1333: Amendments to Recreational Motor Vehicle Regulations (DISCUSSION ITEM)

***I would like to entertain a motion to advertise Ordinance No. 2026-1333, which would amend the Recreational Motor Vehicle Regulations to ensure that it is consistent with state laws regarding the use of e-bikes.***

[Ordinance No 2025-1333 Amendment to Recreational Motor Vehicle Regulations.pdf](#)

[Redlined Text.pdf](#)

- 14.d. Consider Agreement with CSI Corporate Security and Investigations, LLC for Evidence Room Inventory (ACTION ITEM)

***I would like to entertain a motion that the Borough enter into an agreement with CSI Corporate Security and Investigations LLC to complete an inventory of the Police Department evidence room in accordance with industry best practices in the not-to-exceed amount of \$6,240, and which is to be paid from General Fund Line Item 01-410.450 following the approved transfer of \$4,240 from the Operating Reserve Fund Line Item 95-492-010 Transfer to the General Fund. (Note: This will leave a remaining balance of \$162,080.07 in the Operating Reserve Fund)***  
[Engagement letter Brentwood PD 4.8.2026.pdf](#)

- 14.e. Consider Readvertising Ordinance No. 2026-1332: One Way Street Designations (ACTION ITEM)

***I would like to entertain a motion to readvertise Ordinance No. 2026-1332, which would alter the traffic pattern on West Willock Road to permit drivers to only travel from Olancha Avenue to Brownsville Road, and which would further alter the traffic pattern on a portion of Drebert Street to permit drivers to only travel from Marylea Avenue to Olancha Avenue.***  
[Ordinance No 2025-1332 One Way Street Designation.pdf](#)  
[05.28.206 Ordinance 1332 Ad.pdf](#)

- 14.f. FYI - Public Safety Committee Meeting Scheduled (INFORMATIONAL ITEM)

***As an FYI, I'd like to schedule a Public Safety Committee meeting for Monday, June 8th at 6:30 PM at the request of the Brentwood Volunteer Fire Company. In addition, I'd like to discuss the proposed Employee Permit Parking program for the business districts.***

- 14.g. FYI - National Police Week (INFORMATIONAL ITEM)

***I would also like to remind the public that this week marks National Police Week, which a time set aside across our country to recognize and honor the men and women of law enforcement who serve and protect our communities each and every day. National Police Week is not only an opportunity to remember and pay tribute to those officers who have made the ultimate sacrifice in the line of duty, but also a chance to acknowledge the dedication, professionalism, and personal sacrifices made daily by officers serving communities like Brentwood Borough.***

***Policing is often unpredictable and dangerous, and our officers place themselves in harm's way in service to others. We are grateful for the commitment of the Brentwood Borough Police Department and appreciative of the strong support that they continue to receive from***

***our community. On behalf of Borough Council and the residents of Brentwood, we thank all law enforcement officers for their service, dedication, and unwavering commitment to public safety.***

[Resolution No. 2026-26 Police Week.pdf](#)

## **15. Community Affairs Committee- Ms. Katelin Montgomery**

- 15.a. Consider authorizing the Borough Manager to prepare a Centralized Communications Coordination Policy (ACTION ITEM)

***Mr. President, I move to authorize the Borough Manager to proceed with the preparation of a Centralized Communications Coordination Policy for the Borough, and with such policy establishing guidelines for social media, public communications, and the coordination of Borough messaging across all departments, boards, and commissions. Such policy will then be considered for future adoption by Council.***

***I further move to authorize the Borough Manager to review the existing Municipal Electronic Media Policy and Speech & Expression Policy, and to prepare any recommended revisions necessary to ensure consistency, alignment with Borough goals, and strong organizational communications. Such policy will also be considered for future adoption by Council.***

[Exhibit 2B- Policy for Posting on Borough Social Media.pdf](#)

[1030\\_-\\_Speech\\_Expression\\_and\\_Social\\_Networking\\_\\_DRAFT1\\_.pdf](#)

- 15.b. Consider authorizing the Borough Manager to prepare an Administrative Policy regarding the use of Artificial Intelligence and Automated Content Tools (ACTION ITEM)

***Mr. President, as part of Borough's ongoing efforts to establish a more centralized and coordinated communications strategy, I believe there is also a growing need to develop a comprehensive plan regarding the appropriate use of Artificial Intelligence and automated content generation tools within municipal government operations.***

***Artificial Intelligence platforms and automated content tools are rapidly becoming integrated into workplace communications, research platforms, document preparation programs, public outreach tools, customer service tools, and other operational functions. While these technologies may provide opportunities to improve efficiency, productivity, responsiveness, and public engagement, they also present important considerations related to***

***accuracy, confidentiality, records retention, cybersecurity, public trust, legal liability, and compliance with existing Borough policies and applicable laws.***

***As such, I move to authorize the Borough Manager to prepare a draft Administrative Policy regarding the use of Artificial Intelligence and Automated Content Tools for future review and consideration by Council. I further move to authorize the Borough Manager to review the Borough's existing policies and to prepare any recommended revisions necessary to ensure consistency and coordination among related Borough policies, including, but not limited to, the Social Media Policy, Computer Use Policy, Records Retention Policy, Communications Policies, and any other applicable administrative or operational policies.***

## **16. Special Committees**

- 16.a. South Hills Area Council of Governments (SHACOG) - Mr. Brendan Miller (INFORMATIONAL ITEM)

***Mr. President, as the Borough's liaison to the South Hills Area Council of Governments, I would like to provide a brief monthly update on the many initiatives and activities that are currently underway through this organization.***

[May 2026 SHACOG Executive Director Report.pdf](#)

## **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.