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**THE BOROUGH OF BRENTWOOD
MUNICIPAL BUILDING - 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199
Office 412-884-1500 - FAX 412-884-1911
www.brentwoodboro.com**

**BOROUGH OF BRENTWOOD
AGENDA
March 20, 2017 - AGENDA MEETING
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.

EXECUTIVE SESSION: 6:30 PM

- 1. Call to Order.**
- 2. Pledge of Allegiance.**
- 3. Roll Call.**
- 4. Presentation**
 - a. Cultural Community Event - Dennis Luther
 - b. 2016 Year-End Presentation: Department of Code Enforcement
The Department of Code Enforcement will present its 2016 annual report at the beginning of next week's Council Meeting.
 - c. Brentwood Pool Renovations Project - Update

Gateway Engineers will present the latest schematic design and cost estimates associated with the Brentwood Pool Renovations project at the beginning of the next week's Council meeting.

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

6. Communications.

7. Department and Borough Managers Reports:

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 February 28, 2017 as presented.

8. President's Report – Mr. John Frombach

a. 2017 Banner Community

Brentwood Borough was once again awarded the distinguished honor of being named a 2017 Allegheny County Banner Community.

This status is awarded to a Community as a result of their outstanding commitment to professional development, prudent fiscal management, transparency, accountability and proactive communications to engage community stakeholders, these communities have achieved Banner Community status.

b. LGA Intern Grant Award

Received notice that the review committee selected the Borough's project titled "Ten Year Capital Improvement Plan" for participation in the Local Government Academy's 2017 Municipal Intern Program. This is a grant that the LGA will assist with the funding of an Intern.

Note: Our Assistant Manager started his career with the Borough as a summer intern working in the Code Department.

9. Mayor's Report – Mr. Dennis Troy

a. 2018/2019 Multi Modal Grant

Seeking Council's approval to authorize the Borough Manager to utilize Borough resources to prepare the grant application as well as allocate the \$100 associated with the Grant Application.

The Grant Period is from March 1 and end July 31, 2017.

10. Administrative and Finance Committee – Mr. Harold Smith

a. Consider approving the minutes from the February 20th and February 27th Council Meetings [ACTION ITEM].

Mr. President, I move to approve the minutes from the February 20th and February 27th Council Meetings.

b. Consider Accepting the Treasurer's Report for the Period Ending February 28, 2017 [ACTION ITEM]

Mr. President, I move to accept the Treasurer's Report for the Period Ending February 28, 2017.

- c. Consider ratifying the payment of bills from February 1 through February 28, 2017. [ACTION ITEM]

Mr. President, I move the Borough ratify the payment of bills from February 1 to February 28, 2017 for the following:

- 1. General Fund in the amount of \$202,058.84***
- 2. Sanitary Sewer Fund in the amount of \$126,174.48***
- 3. Capital Improvement Fund in the amount of \$262,093.70***
- 4. Liquid Fuels Fund in the amount of \$0.00***
- 5. Non-Uniform Pension Fund in the amount of \$2,822.31.***
- 6. Police Pension Fund in the amount of \$338,327.81***

- d. Consider Resolution No. 2017-23; Concurring Resolution for GEDF Grant Application

Mr. President, I move the Borough adopt Resolution No. 2017-23; Concurring Resolution for GEDF Grant Application in the amount of \$250,000.00 for the Brentwood Central Business District Redevelopment Project and authorize the Borough Manager to prepare said application.

- e. Consider adopting Resolution No. 2017-24; Reimbursement Resolution [ACTION ITEM]

Mr. President, I move the Borough adopt Resolution No. 2017-24; regarding delegation of Authority to make declarations of official intent and allocations with respect to reimbursements of temporary advances made fro Capital Expenditures to be made from subsequent tax-exempt borrows.

- f. Consider authorizing the Borough Manager to Bind the insurance coverage policy with the lowest quoted insurance provider to provide the Borough with comparable insurance coverage for Errors & Omission for Public Officials Liability including EPL, Law Enforcement Liability, Property Liability, and General Liability for the Period of April 1, 2017 to March 31, 2018.

Mr. President, quotes are still being prepared and will be provided prior to next Monday's Council meeting associated with comparable insurance coverage for Errors & Omission for Public Officials Liability including EPL, Law Enforcement Liability, Property Liability, and General Liability for the Period of April 1, 2017 to March 31, 2018.

11. Public Works Committee – Mr. AJ Doyle

- a. Consider adopting Resolution No. 2017-22; authorizing the Borough to participate in the 2018 Joint Bid for a Contract for Solid Waste Collection and Disposal Services coordinated and administered by the South Hills Area Council of Governments (SHACOG).[ACTION ITEM]

Mr. President, I move the Borough adopt Resolution No. 2017-22; authorizing the Borough to participate in the 2018 Joint Bid for a Contract for Solid Waste Collection and Disposal Services coordinated and administered by the South Hills Area Council of Governments (SHACOG).

- b. Consider purchasing of 50 American Flags at a cost of \$1,500 to be paid from the General Fund Line Item 01-457-700 - Civil & Military Celebrations Minor Purchases. [ACTION ITEM]

Mr. President, I move the Borough authorize the purchase of 50 new American Flags

from the Flag Factory, at a cost of \$1,500.00 to be paid from the General Fund Line Item 01-457-700 Civil & Military Celebrations Minor Purchases and authorize the Borough to properly retire the existing American Flags. (Note: the cost for these flags is being funded through a \$1,500 donation from the Fourth of July Parade Committee).

- c. Consider Awarding 2017 Paving Contract A to Mele & Mele & Sons, Inc. in the amount of \$190,632.37 to be paid from the Capital Improvement Fund Line Item 18-439-619 Roadway Rehabilitation. [ACTION ITEM]

Mr. President, I move the Borough awarding the 2017 Paving Contract A to Mele & Mele & Sons, Inc. contractor in amount of \$190,632.37 to be paid from the Capital Improvement Fund Line Item 18-439-619 Roadway Rehabilitation Project.

- d. Consider approving the Work Authorization from Gateway Engineers Associated with MS4 in the Amount of \$20,000 to be paid from the Capital Improvement Fund Line Item 18-446-313 - Stormwater Engineering [ACTION ITEM]

Mr. President, I move the Borough Approve the Work Authorization from Gateway Engineers Associated with MS4 in the Amount of \$20,000 to be paid from the Capital Improvement Fund Line Item 18-446-313 - Stormwater Engineering.

12. Zoning and Ordinance Committee – Ms. Stephanie Fox

- a. Consider Conditional Use Application for Home Based Business

Mr. President, the Board will take action on this item during next's weeks Council meeting.

- b. FYI- Public hearing for zoning ordinance amendment to be held on March 27th.

FYI- Mr. President, a public hearing will be held on March 27th at 7PM to discuss a proposed amendment to the Brentwood Zoning Code that sets standards for the installation of digital signs.

- c. Consider parking ordinance amendments [DISCUSSION].

13. Parks and Recreation Committee – Mr. Rich Schubert

- a. FYI - BPI Purse Bash

Mr. President, I have an FYI. The Brentwood Park Initiative is having a Purse Bash Fundraiser on Saturday, April 29, 2017 from 1:00 PM - 5:00 PM at Salvatore's Banquet Hall. Tickets are \$35 each. For more information people can visit the BPI Web Site www.brentwoodparkinitiative.com or call 412-897-9605 Pam or 412-882-5189 Donna.

- b. Consider Resolution No. 2017-26; DCNR Grant

14. Public Safety Committee – Mr. Pat Carnevale

- a. Consider the proposal from ADA Consults for Americans with Disabilities Act compliance review services for the Brentwood Civic Center at a not-to-exceed cost of \$2,750.00 to be paid from the following General Fund Accounts: \$1,000 from 01-453-450 Civic Center Contracted Services and \$1,700 from 01-454-450 Park Contracted Services. [ACTION ITEM]

Mr. President, I move to approve the proposal from ADA Consults for Americans with

Disabilities Act compliance review services for the Brentwood Civic Center at a not-to-exceed cost of \$2,750.00 to be paid from the following General Fund Accounts: \$1,000 from 01-453-450 Civic Center Contracted Services and \$1,700 from 01-454-450 Park Contracted Services.

- b. Consider adopting Resolution No. 2017-23, authoring the Borough to enter into a contract with Sable Kennels for Animal Control.
- c. Consider Resolution No. 2017-25; Sale of Surplus Property - 47 Duncan Parking Meters
- d. Consider entering into a contract with Crime Watch Technologies

15. Community Affairs Committee – Dr. Robert Pasquantonio

- a. FYI - Community Clean Up / Recycling

Mr. President, the Borough is looking at holding an E-Recycling Day in the Borough Park. Right now it appears that there may be a cost this year at 30 cents per pound. This would be through the organization eLoop. More details to come.

16. Special Committees

17. Old Business

- a. Consider approving the amended work authorization from The Gateway Engineers for the completion of a preliminary geotechnical investigation at 3735 Brownsville Road at a not-to-exceed cost of \$10,000 to be paid from Capital Fund Line Item 18-409.317: Engineering & Architectural Services. [ACTION ITEM]

Mr. President, I move to approve the amended work authorization from The Gateway Engineers for the completion of a preliminary geotechnical investigation at 3735 Brownsville Road at a not-to-exceed cost of \$10,000 to be paid from Capital Fund Line Item 18-409.317: Engineering & Architectural Services. [Note: This amends the February 27, 2017 Work Authorization which was approved for a not-to-exceed amount of \$7,000.00. The increase was due to the addition of two (2) additional boring locations inside the building,]

18. New Business

19. Public Comment

20. Adjournment

The Brentwood Borough Council meets every month on the Third Monday at 7:30 p.m. and Fourth Monday at 7:30 p.m., unless otherwise noted. Thank you for taking the time to attend today's meeting. We look forward to seeing you at future meetings.

Agendas, Department Reports, and some associated documents for Borough Council items may be viewed online at <http://www.brentwoodboro.com>.

All public records relating to an open session item on this agenda that are not exempt from disclosure pursuant to the Pennsylvania Open Records Act will be available for public inspection at on the Borough's web site at <http://www.brentwoodboro.com> at the same time that the public records are distributed or made available to the legislative body. Any draft contracts, ordinances and resolutions posted on the site or distributed in advance of the Council meeting may not be the final documents approved by the Borough Council. Final documents will be made available online following adoption by the Brentwood Borough

Council.

To request an accommodation or alternative format under the Americans with Disabilities Act for Borough-sponsored meetings, events or printed materials, please call (412) 884-1500 as soon as possible, but at least three business days before the meeting.

Occasionally, Borough Council may consider agenda items out of order.

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.

PUBLIC PARTICIPATION GUIDELINES

The Borough of Brentwood welcomes Public Participation during their Council Meetings. They ask however to please follow the Council Rules & Procedures when addressing Council.

14-14. Public participation; enforcement of decorum.

- A. The Borough shall provide those in attendance a reasonable opportunity to address the Council on any agenda item or any matter of concern, official action, or deliberation which may come before council. This privilege shall occur during the part of the agenda entitled "Public Privilege of the Floor."
- B. Speakers must stand. Speakers are requested to give their name, address and organization, if any. Speakers must be recognized by the Chairman. During the first segment of the meeting designated "Public Comment on Agenda Items," speakers may speak only once and will be advised by the Borough Manager when three (3) minutes have expired. Speakers are requested to conclude their remarks at that time. During this segment speakers are only to comment on specific items on the agenda.
- C. The first segment will end no later than 30-minutes after commencement in order to allow the borough business to begin in a timely and reasonable manner. Further questions or statements can be carried over to the second segment.
- D. During the second segment of the meeting designated "Public Comment on Non-Agenda Items" speakers may speak only once and are requested to limit their remarks to three (3) minutes. Speakers will be advised by the Borough Manager when three (3) minutes have expired. Speakers are requested to conclude their remarks at that time.
- E. In the case of a non-agenda item, citizens are requested, but not required, to present the matter to a member of the Council or Borough Manager in an attempt to resolve the matter beforehand.
- F. When a group of persons wishes to address the Council on the same subject matter, it shall be proper for the Chairman to request that a spokesperson be chosen by the group to address the Council and to limit the number of persons addressing the Council on the same matter so as to avoid unnecessary repetition.
- G. If the Chairman determines that there is not sufficient time at the meeting, the comment period may be deferred to the next regular meeting or special meeting occurring in advance of the next meeting.
- H. All remarks shall be addressed to the Council as a body and not to any member thereof. Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste. Interested parties or their representatives may address the Council by written communications. Written communications shall be delivered to the Secretary or his or her designee.
- I. Each "public comment period" segments are intended to afford citizens an opportunity to (express opinions) and to bring important matters to the attention of the Borough Council. Although they may, nothing herein shall require the President of Council or the Council to answer questions or engage in debate at any Borough Council meeting.



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 4.a.

SUBJECT: Cultural Community Event - Dennis Luther

DATE: March 20, 2017

ATTACHMENTS:

Description

Library CultureFest

Upload Date

3/17/2017

Type

Cover Memo



We're all Neighbors!

An Open House Community Culture Festival

Celebrate the rich cultural diversity of the Baldwin, Brentwood and Whitehall communities at a **FREE, family-friendly** event full of entertainment, music, dance and food.

Saturday, May 20th 4 - 7pm

Location: Brentwood Public Library
3501 Brownsville Rd, Pittsburgh, PA 15227

- Learn about the culture and traditions of the nations and ethnic groups that make up our neighborhoods.
- Sample traditional foods from different nations including local Pittsburgh favorites.
- Speak with area service providers about their specific roles in support of local diversity.
- Complete our "Culture Fest Passport," for a chance to win a door-prize.



This event is being sponsored by the Baldwin, Brentwood and Whitehall Public Libraries, with help from the Jefferson Regional Foundation.



**BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 4.b.**

SUBJECT: 2016 Year-End Presentation: Department of Code Enforcement

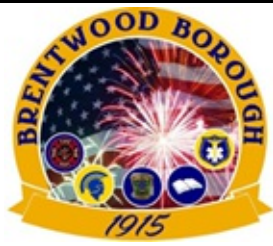
DATE: March 20, 2017

**PRESENTED BY: MR. RALPH COSTA
BUILDING CODE OFFICIAL**

**MR. ERIC PECCON
ASSISTANT BOROUGH MANAGER**

STRATEGIC GOALS APPLIED:

Strategic Goal 4: Improve the Accountability of Various Borough Departments



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 4.c.

SUBJECT: Brentwood Pool Renovations Project - Update

DATE: March 20, 2017



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 7.a.
ACTION ITEM

SUBJECT: Consider accepting the Department and Borough Manager's Reports [ACTION ITEM]

DATE: March 20, 2017

**PRESENTED BY: MR. GEORGE ZBOYOVSKY, PE
BOROUGH MANAGER**

SUMMARY:

Includes the monthly reports for each of the following departments:

1. Public Works Department
2. Building Inspector/Code Department
3. Engineering Department
4. Parks & Recreation Department
5. Police Department
6. EMS
7. BVFC
8. Solicitor
9. Finance Department
10. Borough Manager

Department Heads submit Summary/Progress Reports each week for Council to review and address any questions. The Monthly Reports are just a compilation of these weekly reports. As such, these reports will be accepted at the Agenda Meeting so that new items can receive the attention they deserve.

In addition, there should not be a need to have Borough Department Heads attend the Council Meetings as the Public Council Meeting should not be the forum to question Department Heads, as there is ample time and methods (emails, phone calls, etc.) prior to the meetings to have any questions addressed. Their time and efforts are best utilized during normal business hours.

BUDGET IMPACT:

N/A

RECOMMENDATION:

N/A

PROS:

N/A

CONS:

N/A

STRATEGIC GOALS APPLIED:**Strategic Goal 4: Improve the Accountability of Various Borough Departments****ATTACHMENTS:**

Description	Upload Date	Type
February Monthly Report_CODE	3/16/2017	Cover Memo
February Monthly Report_DPW	3/16/2017	Cover Memo
2017 FEBRUARY Monthly_GATEWAY	3/17/2017	Cover Memo
February Monthly Report_PARKS & REC	3/16/2017	Cover Memo
2017 FEBRUARY Monthly_EMS	3/17/2017	Cover Memo
Police Chief	3/17/2017	Cover Memo
2017 February Monthly_Manager	3/17/2017	Cover Memo

Borough of Brentwood

Dept. of Code Enforcement

February 2017 Monthly Report



THE BOROUGH OF BRENTWOOD
MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199
 Office 412-884-1500 – FAX 412-884-1911
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Monthly Code Department Report
February 2017

A. Building Inspections

MTD

YTD

1. Building permits issued:	3	4
2. Sign permits issued:.....	1	1
3. Demolition permits issued:.....	0	0
4. Dumpster permits issued:	1	1
5. Occupancy permits issued (transactions):	10	22
6. Occupancy permits issued (commercial tenants):	1	3
7. Plans reviewed:.....	3	5
8. Construction inspections performed:.....	11	20
9. Lien letters for foreclosure/refinance/equity loan	2	5

B. Code Enforcement/Property Maintenance

MTD

YTD

1. Violation letters issued:	65	90
2. Citations issued:	4	6
3. Notable action:			
a. <u>Brentshire/Pine Tree</u> - settlement payments have been received, and the inspection process is continuing; 64 of the units have been inspected twice, and several minor issues remain within the apartments themselves; the property owner has provided evidence that they are seeking to attain a contractor to address major items, including the decayed garage lintels and the lack of drywall in the ceilings of the mechanical areas; an additional set of 32 units were inspected this month: although the property owner has provided documentation that an HVAC contractor was on site, evidence is insufficient to demonstrate that furnaces are in an acceptable condition; due to the Borough declaring the excessive carbon monoxide levels as constituting an imminent danger, the landlord has asked for a meeting before a designated arbitrator, as is permitted in the sentiment; arbitrator agreed with Borough's conclusions, and contractor supposedly working to determine repair and ventilation requirements; follow-up action: coordinating with property manager to complete next round of inspections in March.			
b. <u>3735 Brownsville</u> - in July, a guilty verdict was adjudicated against the owner of the former Snee Dairy building; the building remains in unsafe condition, and the Borough continues to pursue demolition due to failure of the owner to make the structure habitable; no appeal was filed, and the Borough received the requisite fines for the 12 counts; the owner has made contact with the Borough and has requested an extension before any			

additional action is taken, due to ongoing negotiations with a developer; preliminary sketches have been received, and the site was actively marketed, but development deal expired at the end of 2016; based upon agreement with property owner, it is anticipated that the Borough will take possession of this property; **follow-up action:** working with architect and other consultants on any site questions.

- c. SJ Group properties- landlord has purchased properties at 3863 Delco, 103 E Garden, 14 W Bellecrest and 3037 Glendale via sheriff sale; occupancy inspections were completed on the former units, where are currently being rented, but the landlord has refused to schedule a follow-up inspection to confirm current conditions; the latter structure need significant rehabilitation; in July, the magistrate continued a hearing pertaining to property conditions, as well as failure of the landlord to conduct sewer lateral inspections; confirmed that this landlord has additionally purchased the nuisance property at 101 Pentland; property owner was found guilty at an August magistrate hearing; verdict was appealed, but the case was dismissed in Common Pleas Court on a technicality; new violations were filed under a different code section, and citations were subsequently issued; **follow-up action:** awaiting hearing at district magistrate.
- d. 3167 Glendale- owner purchased property with defective sewer line in 2014 and escrowed funds with the Borough for the same; individual has refused to remediate conditions and has been argumentative with plumbers; after provided both written and verbal notice, no change has occurred; therefore, escrowed funds utilized to pay plumber to complete project; owner did not appear at hearings and has been fined three times; the most recent verdict was appealed to Common Pleas Court, and an extended continuance was provided due to the owner claiming financial hardship; **follow-up action:** awaiting June hearing.
- e. 347 Dailey- owner-occupied home that is the center of a salvaging operation; owners have been cited multiple times for storage of debris in the past, and, after over one year of hearings and appeals, were fined a miniscule \$100 for their most recent offense; new citations were filed, on which the Borough requested the magistrate to invoke the maximum penalty; a guilty verdict and \$1,000 fine was handed down in June; follow-up action: case has been appealed to Common Pleas Court, and another continuance has been issued; **follow-up action:** awaiting April follow-up hearing.
- f. 3901 Cloverlea/3900 Meadowbrook- received correspondence from adjoining property owner that sloped rear yard was being filed; due to lack of response to violation notice pertaining to grading without a permit, issued a citation; asked owner to file the appropriate permit and level the earth at the site, but such action has not been completed; a fine was levied due to failure to appear for the hearing, and a new citation as subsequently issued; a meeting was held with the owner to explain that all grading must be reviewed by the Allegheny County Conservation District; the owner was instructed to ask if a waiver could be granted due to relatively small scope of work due to lack of documentation, new citation has been filed; met with owner of 3900, who agreed to remove shed from paper street; **follow-up action:** awaiting hearing at magistrate.
- g. 322 Marylea sewer- the Borough has not yet received evidence that this home is connected to the sanitary sewer system; owner has retained legal counsel, and a court order was granted allowing for this property to tie into the private lateral of the adjoining half of the duplex; a meeting was held with the Allegheny County Health Department, and a member of this organization stated that the disconnected line noted in the front of the property may only transport "gray water," such as sink drains; **follow-up action:** awaiting further dye testing; because the property is no longer occupied, the conditions do not presently constitute an immediate hazard.
- h. 3833-35 Delco sewer- as part of the proposed sale of 3835, discovered a severely defective sewer line; property is a half-duplex that shares a common line with the adjoining dwelling at 3833; property owners have been given ample time to coordinate but have not corrected defects; met with plumber and one of the owners on numerous

occasions but to no avail; at third magistrate hearing, owners stated that they planned to rectify by vacating the existing line and running a parallel sewer, and judge granted an additional continuance, but this action did not occur; a fine was levied in September; corresponded with one of the owners regarding potentially lining the defective pipe from our municipal main; because this case was not appealed and no additional progress has been noted, new citations have been filed; however, in the interim, one of the owner's passed away, and the case was dismissed against the other party due to impending foreclosure action; **follow-up action:** awaiting decision on how to proceed; may be prudent for Borough to take action due to occupancy of one-half of the structure.

- i. 3861 Hilpert- owner of adjacent half of duplex reported structurally defects at the site; evaluated and noted foundation in need of repair; violation notice issued and citation filed for failure to respond; at an August magistrate hearing, owner claimed that an engineer had previously assessed and found no hazards, but judge required presentation of more recent evidence; no new documentation was offered at the November hearing, and the owner was found guilty in December; because no additional action has been taken, another round of citations have been filed; **follow-up action:** awaiting hearing date.
- j. 287 Greenlee **SUCCESS!**- single family home has been boarded since fire damage in January; finally received contact from an insurance adjuster; aware of a landlord who is seeking to purchase and put this individual in touch with the owner if he chooses not to rebuild; owner continues to vacillate as to his intentions and previously indicated that he was contracting with an engineer to determine if he could rebuild using existing foundation; violations were issued, and a maximum number of citations were to be issued due to structural conditions; conversed with owner in December, and he stated his interest in selling to the interested buyer; after putting him with contact with four separate parties, sold the property to a Brentwood resident who has previously restored several homes; he will invest approximately \$50,000 into rehabilitation.
- k. 240 Owendale- fence was discovered to have been erected without a permit in 2015; owner subsequently filed for a permit, but this document was not issued due to survey evidence that the fence was constructed over the property line; after providing numerous opportunities to comply, a citation was filed, and a guilty verdict was adjudicated at the magistrate; property owner hired an attorney and filed an appeal to Common Pleas Court; upon receiving contact from the solicitor, indicated that a settlement could be reached; **follow-up action:** awaiting legal opinion on how to proceed.
- l. 229 & 247 Conson sewers **COMPLETE**- received previous documentation from DPW about potential defects in an above grade section of sewer that drains these properties; after issuing violation notices, contacted Allegheny County Health Department for additional assistance but received no reply; due to lack of owner response, citations were filed; both owners installed a cast iron pipe and encased in concrete in February.
- m. 3841 through 3847 Delco sewers- as part of the Viking Way sewer rehabilitation project, alerted to significant groundwater infiltration from a pair of duplexes; made contact with the separate owners of 3845 and 3847 regarding a collapse that is located approximately 10 feet from the main line; owner of 3841 and 3843 indicated that a hot water tank had recently burst, but determined from Gateway Engineers that the intrusion preceded this incident; laterals will be bypassed, to main line repairs to be completed; the Borough has proposed to excavate on the subject properties and install a site tee, which would also afford the owners easier access to the defective lines; to date, however, the requisite easements were only signed by one of three property owners; **follow-up action:** upon completion of repairs to Borough main line, owners will be advised that violation letters remain in effect and that citations will be filed if no work is completed.
- n. 2901 Brownsville- discovered that former Wang's Kitchen was being renovated without a permit; severe degradation of a chimney was noticed; building was confirmed to be vacant, and a stop work order was posted; met with owners and advised that, except for

removal of tenant items, no work may take place until plans are submitted; **follow-up action:** awaiting documentation from owners; due to condition of building, citations will be filed if no response is received.

D. Rental Property Program

MTD YTD

- 1. Rental units inspections (initial and follow-up):7.....1,990 (since 5-13)
- 2. 2017 program fees collected\$ 20,420
- 3. Approximately 70% of landlords submitted registration documentation by the deadline. Violation letters will be mailed to any individual not issuing payment by March 10th.
- 4. Identified eight new other-than-owner occupied properties. One has been confirmed to qualify for an exemption, while a second has been subject to initial inspection. Four others have submitted payment, and inspections need to be performed.

E. Sewer Lateral Inspection Program

- 1. Defective private laterals discovered 168 (since 5-14)
- 2. Properties sold utilizing escrow process 25 (since 5-14)
- 3. Damaged wye connections/sewers under public streets discovered..... 21 (since 5-14)

F. Sidewalk Restoration Program

- 1. As of the end of January, applications were received from 53 of the 96 eligible property owners that abut Clermont Avenue, Brentwood Avenue, and Bookman Avenue. Two owners have indicated that they will privately perform repairs in the spring. A second round of notices was issued to property owners who have not yet submitted applications.
- 2. Citations will be filed in March against the 12 property owners who did not make sidewalk repairs along the Brownsville Road corridor. One individual still has not made the requisite improvements from the Greenlee Road pilot project. This individual was previously found guilty, but no further action was taken. A new citation will also be filed this spring.

G. Other Departmental Programs

- 1. Handicapped parking- 2017 renewal forms have been issued. One space will be removed due to death of the permit holder. One individual submitted the application after the deadline, but provider driver information from a person who did not reside at the property. A follow-up letter was sent to ask for additional information.
- 2. Amusement devices- 2017 renewal forms were issued. To date, only 1 of 8 permit holders has submitted information.
- 3. Disruptive conduct- no new reports filed.

4. **CLEAN-UP Detail:** Completed a brief inspection of Owendale Avenue. Three minor violations were discovered. Recommended returning in the summer, as the major code concern in this neighborhood involves overgrowth abutting the rear alley.

H. Boards/Commissions

1. **Planning Commission:**
 - a. At its January meeting, the body heard a request for a conditional use permit for a home occupation business. The proposal nail salon was recommended for approval contingent upon parking, signage, hours of operation, and buffer yard restrictions. The required public hearing was held in February, and the solicitor is preparing findings of fact for adoption by Council.
 - b. No meeting will be held in March. It was originally anticipated that the proprietor of a proposed daycare would make application. However, informed by the landlord that state regulators rejected the second floor site due to the lack of an elevator.
2. **Zoning Hearing Board**
 - a. No meeting was held in February, and no meeting is scheduled for March.

I. Department Administration

1. Phone calls: 217
2. Working to implement new GIS-based code software, as provided by Gateway Engineers. A meeting was held to discuss numerous deficiencies within the system. GeoPlan is still accessible for the purpose of historical data review.

J. Development Updates

1. An occupancy inspection was completed at a graphic design studio that is now operating at a Levitske Brothers space.
2. A home health business is slated to open in the site of the former Brentwood Café.
3. Meeting with the tenant at the Marathon station to discussion a proposed used car lot. Such business would be permitted by utilizing the currently vacant second floor space as an office. Several site improvements, such as lot striping, would be required.

K. Other Items

1. R. Costa attended two continuing education courses pertaining to legal items for code inspectors and the mechanical/fuel gas codes.
2. E. Peccon attended an APM professional development seminar.
3. E. Peccon prepared successful LGA intern grant application.
4. E. Peccon training on AccuFund software. Completing additional items, such as adjustments and cash receipts.
5. E. Peccon finalized transfer of data from closed sewage accounts. Currently working to collect trash billing issues. Taking a larger role in overseeing the delinquency process.
6. E. Peccon worked with Software Systems and PNC on several billing alterations.
7. E. Peccon reviewing weekly sewage data.

8. E. Peccon updated meeting agendas and drafted resolutions for Council approval.
9. E. Peccon performed website administration.
10. E. Peccon issued invoices and lien notifications for property maintenance bills.
11. E. Peccon generated purchase orders and invoices.
12. E. Peccon compiled deposits.



THE BOROUGH OF BRENTWOOD

MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199
Office 412-884-1500 FAX 412-884-1911
www.brentwoodboro.com

PUBLIC WORKS MONTHLY REPORT FOR FEBRUARY 2017

Sweeper update: We rebuilt 11 pneumatic cylinders, replaced one, dismantled and rebuilt 2 screens in hopper, replaced hinges for screen, drilled and tapped mounting brackets to accept new hinges, refurbished spray nozzle pan for main broom, cleaned out water system, cleaned all 18 water spray nozzles, changed oil and filter for rear engine, installed new brooms, sent sweeper to PFM for inspection and repair of air compressor (runs brakes and all pneumatic valves).

1 Handicap spot was added to East Francis Ave, 20 Stop signs were replaced, one man assisted with the repair of the camera located in the 2900 block of Brownsville Road, we assisted the parking meter person with the repair of three meters, we removed 18 vendor signs along Rt. 51 and Brownsville

Cold asphalt patching was completed throughout the borough using 5 tons of material; Wanley road was graded and patched.

Yard waste was picked up on the third week of the month to comply with the recycling laws.

There were 4 occasions used for snow removal and 1 for plowing and also salting/shoveling the walkways. 200 are remaining for the SHACOG quota at 80% of 1,000 tons requested. Salt shed is around half full.

The trucks and high lift were cleaned after snow events and greased when needed.

Storm pipes were checked after heavy rains and inlets cleaned. 95 sanitary manhole inspections were completed.

PARK: New emergency lights were installed at the civic center, removed 2 dead trees next to Kaiser Way, winter maintenance was completed on the equipment (Toro Ground master, Exmark stand on mower, Ford 1210 tractor) leaves picked up, branches picked up, removed wood from the benches and tables by playground (high school shop teacher ran them through a wood planner, we stained the wood, used a grinder to clean up the metal framework, and painted metal), playground and deck hockey area inspected and cleaned, civic center cleaned after events (Zumba, PALS).

Respectfully submitted,
Robert Mackewich

Feb-17		MONTHLY TIME REPORT													
LABOR TASKS	WEEK 1		WEEK 2		WEEK 3		WEEK 4		WEEK 5		WEEK 6		MONTHLY		
	REG.	OT	REG.	OT	REG.	OT	REG.	OT	REG.	OT	REG.	OT	REG	OT	
BOROUGH BUILDING	15	-	33	-	28	-	24	-		-	-	-	100	-	
CIVIC CENTER	10	-	10	-	24	-	8	-	-	-	-	-	52	-	
LABRARY MAINTENANCE	9	-	15	-	15	-	20	-		-	-	-	59	-	
PARK MAINTENANCE	20	-	34	-	27	4	92	-	68	-	-	-	241	4	
PAVING AND PATCHING	16	-	-	-	31	-	32	-	-	-	-	-	79	-	
ROAD CLEANING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
RIGHT-OF-WAYS	-	-	44	-	9	8	-	-	-	-	-	-	53	8	
SCHOOL MAINTENANCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
SNOW REMOVAL	20	-	69	45	32	20	-				-	-	121	65	
SANITARY SEWERS	16	-	-	-	30	-	48	-	2	-	-	-	96	-	
STORM SEWERS	-	-	-	-	-	-	-	-	16	-	-	-	16	-	
SOLID WASTE MANAGEMENT	8	-	4	-	4	-	20	-	4	-	-	-	40	-	
TRAFFIC MARKINGS	12	-	26	-	8		12	-	6	-	-	-	64	-	
VECHICLE/EQUIPMENT		-	94	-		-	20	-		-	-	-	114	-	
TOTAL WORK HOURS	126	-	329	45	208	32	276	-	96	-	-	-	1,035	77	



March 17, 2017
C-40000-2017

REPORT TO: Brentwood Borough Council
George Zboyovsky, P.E., Borough Manager

FROM: Jennifer J. Slagle, P.E., Borough Engineer
Ruthann L. Omer, P.E., Municipal Liaison

SUBJECT: Engineers Report for March 2017 Meeting

CC: Dennis Troy, Mayor
Bob Mackewich, Public Works Supervisor

C-40000-2017 General Fund
No Current Projects.

O&M SANITARY SEWER FUND RELATED PROJECTS

C-40094 Consent Order Operation and Maintenance
08.429.372 (Construction Costs)
08.429.313 (Engineering Fees)

2017 Operations & Maintenance Tasks

As directed by Brentwood Borough, Gateway is assisting the Borough in complying with the requirements of their approved Consent Order Operations & Maintenance Plan Year 7. Gateway continues to work with the Borough to efficiently execute the projects while incorporating Borough staff in completing tasks.

2017 O&M Engineering Budget

Work Authorization Approved (12/12/16):	\$ 115,000.00
<u>Work to Date (as of 02/06/17):</u>	<u>\$ 28,608.78</u>
Remaining:	\$ 86,391.22

-1700 – General

Project Manager: Dennis J. Flynn, P.E.

Gateway has worked with the Borough to perform any general tasks as required in the O&M Plan. Gateway met with George and Vitali in October 2016 to review the 2016 O&M tasks and any lessons learned which could provide efficiency in 2017. A kickoff meeting was also held at the Gateway offices in January to evaluate the current proposed O&M projects and the proposed tasks to be performed.

The O&M plan updates are being finalized. The initial 5-year audit has been performed and changes are being made in accordance with the audit previously performed with Vitali and Bob Mackewich. An audit

report and the necessary updates to the O&M Plan have been prepared. The updated O&M plan will be reviewed with the Borough once completed and will be sent to the ACHD.

-1701 – Preventative Maintenance

Project Manager: Dennis J. Flynn, P.E.

Contractor – State Pipe Services

Estimated Schedule – Contractor has already begun Work – Anticipated May Completion

Estimated Contract Amount:

Work Order 1	\$ 29,925.00
<u>Work to Date:</u>	<u>\$ 0.00</u>
Remaining:	\$ 29,925.00

Preventative Maintenance Contract – Gateway worked with Borough staff to prepare the list of sanitary lines to be included in the contract. The contract was awarded to State Pipe Services in the amount of \$29,925.00 with options to renew the contract for 2 additional years. The preconstruction meeting was held with the contractor and the initial proposed work order mapping and list have been provided to the contractor.

-1602– Manhole Inspections

Project Manager: Jennifer Slagle, P.E.

Gateway prepared the list of manholes to be performed by the Borough for the 2016 through 2020 O&M Plan. The Borough is using the GIS cloud to track the inspections. Gateway will work with Borough staff to identify any issues with the inspection process. Once the inspections are completed, Gateway will QA/QC the inspections.

-1703 – CCTV (See Borough Staff Report)

Project Manager: Dennis J. Flynn, P.E.

Contractor – Roto Rooter

Work Order 1 - Estimated Schedule – March to June

Estimated Contract Amount:

Work Order 1	\$ 76,450.00
<u>Work to Date:</u>	<u>\$ 0.00</u>
Remaining:	\$ 76,450.00

Roto-Rooter continues to perform the CCTV work and has additional data to submit from 2016 field orders under the 2016 contract. Data submissions will be reviewed by the Borough with assistance from Gateway. The contractor was expected to complete the CCTV contract by the end of 2016 and we are awaiting a data submission to determine the quantity completed. Proposed repairs were developed and reviewed by Gateway and are to be assigned to their proper contracts. Additional data and pay applications will be reviewed by both Vitali and Gateway.

The change order has been prepared and provided to the contractor in order to accept the renewal of the CCTV contract for 2017. The initial field order work was developed for the 2017 CCTV to ensure compliance with the O&M plan and to complete priority CCTV under roads to be paved in 2017. A pre-construction meeting was held on February 28, 2017 with the contractor and the initial field order mapping and lists were provided at that meeting. The work under the renewed contract is expected to begin in late March. Additional CCTV may be added to the contract throughout the year as needed. A list of roadways was provided by Vitali that included work to be completed under those roads by PA American Water. All the lines under these roadways will be provided to the Contractor as priority to be completed to ensure there aren't any other repairs necessary before PAW completes their work and repaves the road.

-1705 –Defect and Specialized Repairs (See Borough Staff Report)

Project Manager: Dennis J. Flynn, P.E.

Excavation Repair Contract:

Contractor – Roto Rooter

Work Order 1 - Estimated Schedule – March to June

Estimated Contract Amount:

Work Order 1	\$112,648.78
<u>Work to Date:</u>	<u>\$ 00.00</u>
Remaining:	\$112,648.78

Roto-Rooter continues to work on excavation repairs in the Borough. Identified repairs will be performed and additional repairs will be reviewed based on the on-going CCTV.

All repairs under the 2016 contract has been completed, however the Contractor must submit all post CCTV video to close out the contract. Pay application 2 was prepared and reviewed by the Borough and Gateway and will be ready for execution once all the data is submitted.

The change order has been provided to the Contractor in order to accept the renewal of the excavation contract for 2017. The initial field work order was developed for the 2017 excavation repairs to maintain compliance with the O&M plan and to complete priority repairs under roads to be paved in 2017. These repairs were provided to the Contractor at the pre-construction meeting on February 28 and the initial field order mapping and lists were also provided at that meeting. The Contractor plans on starting the work in late March to early April. Additional repairs may be added to the contract throughout the year as needed.

Spot Lining Repair Contract:

Contractor – State Pipe

Work Order 1 – Estimated Schedule - March to June

Estimated Contract Amount:	
Work Order 1:	\$ 47,295.00
<u>Work to Date:</u>	<u>\$ 00.00</u>
Remaining:	\$ 47,295.00

State Pipe Contracting completed their 2016 proposed repairs and the final pay application was executed.

The change order has been prepared and provided to the Contractor in order to accept the renewal of the spot lining repair contract for 2017. The initial field work order was developed for the 2017 spot lining repairs to maintain compliance with the O&M plan. A pre-construction meeting was held on February 28 and the initial field order mapping and lists were provided to the Contractor at that meeting. The Contractor plans on starting the work mid to the end of March. Additional repairs may be added to the contract throughout the year as needed.

MH-MH Lining Repair Contract:

Contractor – Standard Pipe Services
Work Order 1 - Estimated Schedule – May to July (once Excavation repairs are completed)

Estimated Contract Amount:	
Original Contract (3 years)	\$162,333.00
<u>Work to Date:</u>	<u>\$ 00.00</u>
Remaining:	\$162,333.00

Fast Pipelining East was awarded the contract for MH-MH Lining starting in 2017 with an option to renew the contract in 2018 and 2019. Due to a change in the company, revisions to the award and execution of the contract are being made with supervision of the solicitor. These changes include an “Assignment Letter” that binds the new company, Standard Pipe Services, to the extinguished company, Fast Pipe Lining East. All information will be included with the final executed contract. A pre-construction meeting was held on February 28 and the initial field order mapping and lists were provided to the contractor at that meeting. The contractor plans on starting the work of the first field order contingent on the completion of the dig repairs required to be completed by Roto-Rooter, which should be sometime in mid to late April. Additional repairs may be added to the contract throughout the year as needed.

-1707 –Reporting and Compliance

Project Manager: Dennis J. Flynn, P.E.

The Borough reviewed the O&M plan tasks with Gateway in order to identify any additional tasks required by the O&M plan. Reporting is being prepared for work completed in 2016 to be submitted in March 2017 to verify that work is being performed to maintain compliance.



-1708 –Mapping and Database Maintenance

Project Manager: Dennis J. Flynn, P.E.

Gateway will perform mapping updates based on changes found in the sanitary and storm system by way of new CCTV review and field analysis. Gateway will continue to update the mapping and databases as additional information becomes available.

C-40164-0001 Viking Drive and Brentwood Avenue Sanitary Sewer Repair Project

Project Manager: Jennifer Slagle, P.E.

Gate

Contract A – Viking Drive work by Independent Enterprises is approximately 60% complete. We will update the Borough on the schedule, since success of the project is weather dependent.

Contract B – Brentwood Avenue work was started by Roto Rooter.

Roto Rooter will schedule this repair with the Excavation Contract. The contract was delayed due to utility conflicts. The project has been re-evaluated and Gateway has worked with the Borough staff to determine the best solution to avoid the gas line.

C-40048-2017 – Pavement Maintenance Project – 2017

Project Manager: Joseph H. Sites, P.E., MBA

Bids were received and opened on March 10, 2017 for the 2017 Pavement Maintenance program in which the following bids were received for Contract A:

1. Mele & Mele	\$ 190,632.37
2. A Liberoni, Inc.	\$ 197,410.73
3. El Grande Industries	\$ 199,147.50
4. Facchiano Contracting	\$ 206,827.00
5. A Folino	\$ 208,361.60
6. Victor Paving	\$ 215,196.25
7. Youngblood Paving	\$ 241,449.50
8. T. A. Robinson	\$ 245,524.75
9. Peter J. Caruso	\$ 295,216.00

We have not worked with Mele & Mele in the past and have requested that they provide references that we have contacted. The references have not had any problems with their work. We recommend that council take action and award the project to Mele & Mele in the amount of \$ 190,632.37.

An updated schedule for when work will be completed will be provided after the contract is awarded and a pre-construction meeting is held.

Engineering Budget

Work Authorization Approved:	\$ 20,000.00
Work to Date:	\$ 6,000.00
Remaining:	\$ 14,000.00

C-40156-0005 – GIS Data Migration

Project Manager: Ryan R. Berner, GISP

We have implemented capabilities in the Borough's GIS for tracking permits, code enforcement efforts, and tax parcel sale and associated sewer lateral inspections. In addition we have provided the capability for the Borough to develop letters and for permit approval, code enforcement violations, and dye test inspections as well as keep a digital archive of the letters sent.

We met with the Code Enforcement staff to review and present the capabilities in order to allow for Borough usage of the system.

We have met with the Borough for a follow up review to discuss changes and revisions to the GIS.

Engineering Budget	
Work Authorization Approved:	\$ 10,000.00
Work to Date:	\$ 10,000.00
Remaining:	\$ 0

C-40113-2017 MS4 Program

Project Manager: Ryan R. Berner, GISP

The upcoming focus of 2017 MS4 efforts will be finalizing the storm sewer map so that a comprehensive complete map can be submitted in September of 2017. The map will need to be completed in order to address Pollution Reduction Plan requirements associated with the Streets Run Road watershed.

The Borough will have an NOI (Notice of Intent) permit application due to DEP in September of 2017. We recommend beginning the process of developing the necessary information for the NOI submission. Moving forward will be scheduling a meeting with the Borough to review mapping and MCM plans. We recommend scheduling a mock inspection in order to review the Borough's facilities and documentation efforts prior to DEP conducting an MS4 inspection. We will coordinate with the Borough and the inspector regarding schedule for the inspection. It is recommended that the mock inspection be completed in March.

We have submitted a Work Authorization for the 2017 MS4 Program.

Work Authorization Amount	\$ 20,000.00
Work to Date	\$ 1,317.00
Remaining:	\$ 18,683.00

C-40113-0001 Saw Mill Run TMDL

Project Manager: Stacey Graf, P.E.

We are waiting for DEP to review the TMDL Plan submitted December 2015. Upon received of comments or an approved permit, we will move forward with implementation of the plan. There has been no response from DEP to date.



C-40094-1710 – 2017 Phase 1 Consent Order Flow Isolation and Regionalization

Project Manager: Michael S. Glistner, P.E.

Gateway continues to work on the Phase 1 Interim Consent Order. Gateway is currently preparing for the 2017 flow isolation study that is required as part of the Consent Order. Gateway anticipates completing the flow isolation study field data collection in April 2017.

C-40057-0013 Brentwood Pool Rehabilitation – 18.452.611 Pool Improvements

Project Manager: Dennis J. Flynn, P.E.

Gateway is working with the Borough to prepare a phased approach for the rehabilitation of the pool based on grant funding available to date. Design and bidding is expected to take place in spring 2017. Construction is planned to begin September 2017 at the close of the pool and be complete by May 2018 for the reopening of the pool.

Gateway performed due diligence, prepared a detailed survey of the site, and held site meetings to evaluate the conceptual design. The design work has begun and a draft schematic design has been prepared and sent to the Borough. Initial comments from the Borough have been taken into consideration and revisions are being prepared. A meeting will be held with the Borough in late March to review the schematic design, the updated cost estimate, and the proposed project phasing.

Proposal Approved (12/12/2016):	\$ 65,000.00
<u>Billed to Date (02/10/2017):</u>	<u>\$ 2,600.00</u>
Remaining:	\$ 62,400.00



Park & Recreation Department Monthly Report

February 2017

Jim Attanucci
Park & Recreation Director



Park & Recreation Department Weekly Report

January 27, – February 2, 2017

Jim Attanucci
Park & Recreation Director



January 27 – February 2, 2017

Meetings

- Met with Poice Chief Adam Zeppuhar to discuss logistics for a Brentwood 3 mile street and trail run and Brentwood Street day for recreation, amusement, and vendors
- Department meeting on Thursday February 1 with Borough Manager George Zboyovsky
- Reviewed past month activities
- Future events
- Scheduled Pavilion committee meeting for Monday February 6
- Accepted invitation to meet with BBOA president John Slater on Tuesday February 7 concerning Oktoberfest
- Met with Rick Gralish president of the Brentwood Dukes concerning the Dukes game schedule for 2017, Borough events, and Concession Stand

Permits & Facility Rentals

- Received and approved requests for use of Civic Center and Community Room
- Assisted residents and non-residents with inquiries
- Assisted various groups with inquiries and facility rental applications
- Processed and approved requests for permits
- Processed deposit and refunds
- Processed security deposit refunds
- Entered permit usage and rentals on Google Calendar

Park Projects

- Received quote from Vance Landscaping located in Beaver Falls for Kaiser Field renovations
- Received return phone call from Country Club Gardens Landscaping for them to quote work to be performed on Kaiser Field
- Received updated quote from Athletic Field Pros for work to be performed on Kaiser Field
- Recruited Vitale Alexandrov to assist with additional quotes for Field 4

Programming

- Kettlebell and Body Blast classes continue every Tuesday and Thursday at the Civic Center
- Zumba classes continue every Wednesday at the Civic Center
- Little Penguins Dek Hockey, Little Hoop Stars Basketball, and Summer Sports Camps are being offered through Jump Start Sports and on-line registration is now open
- Road Runner Track will be offered for the spring and will also offer on-line registration
- Concerts First Saturday of June, July and August
 - The Concert for Saturday June 3 will be booked by the end of the week
SAVE THE DATES
 - Music Legends Live will present KAVAN who is a nationally recognized Elvis Tribute Artist and will perform as Elvis in all eras of his career.
 - The McCartney Project is a McCartney/Wings/Beatles Tribute Band and will perform in Brentwood on Saturday August 5. Dive In Movies Third Friday of June, July and August
 - June 16 -Star Wars the Force Awakens
 - In addition to the movie the Garrison Carida Chapter of the 501st Legion are scheduled for a Star Wars Celebration with complete character costumes
 - July 21 - E.T the Extra Terrestrial
 - August 18 - The Trolls
- Developing plans for a Brentwood Streets Day and a 3 mile street and trail run
- Community Day is Saturday July 1

Advertising and Marketing

- Purchased and received new street banner for Concerts and Movies
 - Banner reads Movies third Friday of June, July, and August
 - Concerts first Saturday of June, July, and August
 - This will allow us to use the sign for multiple years and not have to pay to have date changes
- Recreation yard signs for Programs information, Zumba, Kettle Bell, and Body Blast are being displayed in park and on Brownsville Rd
- Working on Spring Flyer for programs and events
- Creating ads for the In Brentwood Magazine for events, programs, and Facility Rentals
- Creating a Parks and Recreation Program Booklet
- SWIFT 911 will be used for major events

Phone Calls & E-mail

- Responded to all phone calls and e-mails in a timely manner and assisted residents with their needs and concerns.



Park & Recreation Department Weekly Report

February 3, – February 9, 2017



Jim Attanucci
Park & Recreation Director

February 3– February 9, 2017

Meetings

- Attended staff meeting on Friday February 3
- Park & Recreation topics consisted of
 - Permits
 - Requested that when using Conference Room to enter it on Google calendar
 - Google Forms
 - BPI/Pavilion
 - BBOA/Oktoberfest
- Pavilion Committee Meeting was held on Monday February 6
 - Discussion consisted of
 - Current Pavilion Quotes
 - Reviewed
 - Pavilion size
 - Consensus 20'x28'
 - Materials
 - Vinyl with metal roof
 - Base
 - Concrete
 - Location
 - Old playground area or across from old playground area
DiCarlo Hill past ballfield concession stand was scrapped
 - Grants
 - Researching Dermatology Grant
 - New and additional quotes
 - Requesting new and additional quotes
 - Number of Pavilions
 - Will be determined by price
 - Next Meeting Thursday March 2
- BBOA Meeting / Oktoberfest
 - John Slater requested to meet with Police Chief and myself concerning Oktoberfest
 - Met with John Slater and Kelly Joyce after last Oktoberfest and agreed to move the location this year to the Civic Center
 - BBOA now prefers to keep the event at the same location
 - It is a BBOA event and they can elect where to have it but it does raise questions concerning the effectiveness and non-participation of the Brentwood businesses in that location

- The current location is half in the city and half in Brentwood
 - The main attractions were set up in the city
 - With increased Borough sponsorship more support should go to Brentwood
 - John will discuss again with other members of the BBOA and we will meet again in a month
- We feel that moving the event to the park would
 - Increase participation
 - Increased promotion of Brentwood
 - Improve parking
 - Improve safety by reducing the amount of pedestrians crossing Brownsville Rd
- Met Councilman Doyle on Wednesday February 8 to visit possible locations for Pavilion
 - The old playground site may be the most suitable site based on
 - ADA requirements
 - Site preparations
 - Aesthetics

Permits & Facility Rentals

- Received and approved requests for use of Civic Center and Community Room
- Assisted residents and non-residents with inquiries
- Assisted various groups with inquiries and facility rental applications
- Processed and approved requests for permits
- Processed deposit and refunds
- Processed security deposit refunds
- Entered permit usage and rentals on Google Calendar
- Sunday February 5 there were a large group of adults playing football on the stadium field
 - They did not have a permit
 - It appeared they had turf spikes not artificial turf spikes
 - I informed them they could rent the facility and would need to complete a facility application
 - One person was a bit mouthy but most understood and actually agreed with our policy
 - They left without incident
- I also received a phone call from a dek hockey player from Mt. Oliver inquiring about the use of the lights on the dek hockey rink
 - He went on to tell me that they were not Brentwood residents he would like his team to practice here
 - I explained the facility rental policy to him and offered to rent it to them but he declined by say “shoot I guess we have to travel to and try Banksville”
- BHS football team is scheduled to play a scrimmage at Carrick
 - Athletic director scheduled Carrick’s home scrimmage to be played in Brentwood
 - Reached agreement with BHS athletic director for game to be rescheduled at Carrick’s Facility

Park Projects

- Received updated quote from Vance Landscaping for work on Kaiser Field using Borough supplied infield mix
- Waiting on quote from Country Club Gardens Landscaping for work to be performed on Kaiser Field
- Latest quote from Athletic Field Pros for work to be performed on Kaiser Field is quoted as using Borough supplied infield mix
- DPW is in process of repairing the wood tables and benches near the playground
- Table and bench posts will be painted when weather permits
- Playground surface continues to develop additional cracks
 - Pete Jeffrey's Associates are aware of the problem and have repairs scheduled for spring

Programming (Same as last week)

- Kettlebell and Body Blast classes continue every Tuesday and Thursday at the Civic Center
- Zumba classes continue every Wednesday at the Civic Center
- Little Penguins Dek Hockey, Little Hoop Stars Basketball, and Summer Sports Camps are being offered through Jump Start Sports and on-line registration is now open
- Road Runner Track will be offered for the spring and will also offer on-line registration
- Concerts First Saturday of June, July and August
 - The Concert for Saturday June 3 will be booked by the end of the week
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 - In addition to the movie the Garrison Carida Chapter of the 501st Legion are scheduled for a Star Wars Celebration with complete character costumes
 - July 21 - E.T the Extra Terrestrial
 - August 18 - The Trolls
- Developing plans for a Brentwood Streets Day and a 3 mile street and trail run
- Community Day is Saturday July 1

Brentwood Summer Day Camp

- Reviewed the school districts proposed budget
 - Substantial increase in proposed employee wages
 - Projecting registration of one hundred participants
 - Hiring twenty five youth counselors
 - This would give a ratio of 1 to 4 (1 counselor to 4 participants)
 - When adding adult workers the ratio is 1 to 3.2

Advertising and Marketing

- Creating flyers, In Brentwood Magazine articles and Program Book for
 - Concerts
 - Movies
 - Jump Start Dek Hockey
 - Jump Start Basketball
 - Road Runner Track
 - Jump Start Sports Camp
 - Zumba
 - Kettle Bell
 - Body Blast

Phone Calls & E-mail

- Responded to all phone calls and e-mails in a timely manner and assisted residents with their needs and concerns.



Park & Recreation Department Weekly Report

February 10, – February 16, 2017

Jim Attanucci
Park & Recreation Director

February 9, – February 16, 2017

Meetings

- Met with George Zboyvosky about Parks & Recreation Department activities
- Met with resident Shannon O’Leary who was interested in starting a youth and adult dance program
 - Shannon was interested in having a movable dance floor installed in the Civic Center as well as mirrors and dance bars
 - This type of equipment would be cost prohibitive and may create restrictions on use of the room
 - Due to the expenses, room restrictions, room availability etc. we will not move forward with her classes

Notable Phone Calls

- Phone conversations with Bruce Wright from Jeff Ellis Management to have kick off meeting in April to discuss swimming pool operations
 - Conversation also included the possibility of Brentwood Summer Camp needing lifeguards
 - Operational hours for July 4th
- Councilman Rich Schubert concerning quotes and scheduling work for Kaiser Field
 - Summer Camp
- Councilman Carnavale concerning park lighting

Permits & Facility Rentals

- Received and approved requests for use of Civic Center and Community Room
- Assisted residents and non-residents with inquiries
- Assisted various groups with inquiries and facility rental applications
- Processed and approved requests for permits
- Processed deposit and refunds
- Processed security deposit refunds
- Entered permit usage and rentals on Google Calendar

Park Projects

- Waiting on quote from Country Club Gardens Landscaping for work to be performed on Kaiser Field
- Waiting on quotes from Osirus for work to be performed on Kaiser Field
-

Programming Nothing New

- Kettlebell and Body Blast classes continue every Tuesday and Thursday at the Civic Center
- Zumba classes continue every Wednesday at the Civic Center
- Little Penguins Dek Hockey, Little Hoop Stars Basketball, and Summer Sports Camps are being offered through Jump Start Sports and on-line registration is now open
- Road Runner Track will be offered for the spring and will also offer on-line registration
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- Developing plans for a Brentwood Streets Day and a 3 mile street and trail run
- Community Day is Saturday July 1

Brentwood Summer Day Camp

- Reviewed the school districts proposed budget
 - Substantial increase in proposed employee wages
 - 2015 was \$14,485
 - 2017 Proposal is \$18,333
 - Projecting registration of one hundred participants
 - Hiring twenty five youth counselors and not knowing how many participants there will be
 - This would give a ratio of 1 to 4 (1 counselor to 4 participants)
 - When adding adult workers the ratio is 1 to 3.2
- Proposed budget from school shows a substantial increase in registration rate
 - 2015 – Each participant fee was \$50.00
 - 2017 – Proposed fee is \$100.00 for each participant
- The school is projecting 100 participants
 - This would increase income by \$5,000.00
- Net cost
 - 2015 was \$5779.00 to School District and \$5779.00 to Borough
 - This is a combined net total of \$11,558.00
 - 2017 proposal is \$12,491.00 to Borough
- Proposed budget projects a \$5,000.00 increase in registration income and shows a net increase of \$933.00
- If the expenses for salaries could be held to the same as 2015 the net cost to the Borough could be reduced by \$3848.00 and be \$8643.00 instead of \$12,491.00

Advertising and Marketing

- Creating flyers, In Brentwood Magazine articles and Program Book for
 - Concerts
 - Movies
 - Jump Start Dek Hockey
 - Jump Start Basketball
 - Road Runner Track
 - Jump Start Sports Camp
 - Zumba
 - Kettle Bell
 - Body Blast

Phone Calls & E-mail

- Responded to all phone calls and e-mails in a timely manner and assisted residents with their needs and concerns.



Park & Recreation Department Weekly Report

February 17, – February 23, 2017

Jim Attanucci
Park & Recreation Director

February 17, – February 23, 2017

Meetings

- Attended the Brentwood Borough Council Agenda Meeting on Monday February 20, 2017
- Met with owner of Metro Fence Company to revisit the scope of work that would be required to repair the fence in front of the dugouts on Kaiser Field (Field 4)
- Met with George Zboyovsky concerning room rentals and BBOA events
- Met with Adam Zeppuhar concerning Brentwood's Trail Run
- Met Councilman Schubert and reviewed scope of work for Field3, Field 4, and Playground warranty repairs
- Met with Vitale Alexandrov concerning scope of work for Field 3
- Met with Joy Bosetti from the PTA to give her keys for the Civic Center they forgot to pick up

Notable Phone Calls

- Phone conversations with Bruce Wright concerning our proposed pool rules for 2017
- Phone conversation with Councilman Schubert about Field 4 renovations
- Phone conversation with Councilman Carnavale about Field 3 and Field 4 repairs
- Phone conversation with John Slater from the BBOA. John informed me that the BBOA does not want to move Oktoberfest to the Civic Center and that they will be moving forward with their event in the same location as previous years.
 - I responded that it is their event and they can choose where to have it. I also explained the positive effect it would have by moving it to the Civic Center
 - John expressed concerns of future Borough involvement
- Spoke with BHS Principal Jason Olexa about the schools districts use of the Community Room for Art In The Park and Acres of Makers

Permits & Facility Rentals

- Received and approved requests for use of Civic Center and Community Room
- Assisted residents and non-residents with inquiries
- Assisted various groups with inquiries and facility rental applications
- Processed and approved requests for permits
- Processed deposit and refunds
- Processed security deposit refunds
- Entered permit usage and rentals on Google Calendar
- Assisted the PTA's when they forgot to pick up key to the Civic Center
- Extended the PTA use permit for an unexpected meeting.

Park Projects

- Field 4 infield renovations were approved.
 - Approximate start date is first week of April
- Repairs around field 3 to divert water from flooding dugouts and team areas are under consideration
- Street Light was added on walkway to Civic Center
- Post on park benches are being painted by DPW
- DPW removed dead trees
- Reminder to Jeffrey Associated about playground repairs

Programming No Update

- Kettlebell and Body Blast classes continue every Tuesday and Thursday at the Civic Center
- Zumba classes continue every Wednesday at the Civic Center
- Little Penguins Dek Hockey, Little Hoop Stars Basketball, and Summer Sports Camps are being offered through Jump Start Sports and on-line registration is now open
- Road Runner Track will be offered for the spring and will also offer on-line registration
- Concerts First Saturday of June, July and August
 - The Concert for Saturday June 3 will be booked by the end of the week
SAVE THE DATES
 - Music Legends Live will present KAVAN who is a nationally recognized Elvis Tribute Artist and will perform as Elvis in all eras of his career.
 - The McCartney Project is a McCartney/Wings/Beatles Tribute Band and will perform in Brentwood on Saturday August 5. Dive In Movies Third Friday of June, July and August
 - June 16 -Star Wars the Force Awakens
 - In addition to the movie the Garrison Carida Chapter of the 501st Legion are scheduled for a Star Wars Celebration with complete character costumes
 - July 21 - E.T the Extra Terrestrial
 - August 18 - The Trolls
- Developing plans for a Brentwood Streets Day and a 3 mile street and trail run
- Community Day is Saturday July 1

Brentwood Summer Day Camp

- Looking into this there have been previous years where there have been 140 participants with less counselors than they are projecting to have with a projection of 100 participants.

Same as Previous week

- Reviewed the school districts proposed budget
 - Substantial increase in proposed employee wages
 - 2015 was \$14,485
 - 2017 Proposal is \$18,333
 - Projecting registration of one hundred participants
 - Hiring twenty five youth counselors and not knowing how many participants there will be
 - This would give a ratio of 1 to 4 (1 counselor to 4 participants)
 - When adding adult workers the ratio is 1 to 3.2
- Proposed budget from school shows a substantial increase in registration rate
 - 2015 – Each participant fee was \$50.00
 - 2017 – Proposed fee is \$100.00 for each participant
- The school is projecting 100 participants
 - This would increase income by \$5,000.00
- Net cost
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 - Jump Start Basketball
 - Road Runner Track
 - Jump Start Sports Camp
 - Zumba
 - Kettle Bell
 - Body Blast
 - Made edits and corrections to the proofs that were sent to us

Phone Calls & E-mail

- Responded to all phone calls and e-mails in a timely manner and assisted residents with their needs and concerns.



Brentwood Emergency Medical Services, Inc.
Station 530

3624 Brownsville Road
Pittsburgh, Pennsylvania 15227

Office (412) 884-8740

Fax (412) 884-8681

From the Desk of John Balkovec, Operations Supervisor

March 2, 2017

Members of Brentwood Borough Council

Ladies and Gentlemen,

Attached you will find the breakdown of calls handled by Brentwood Emergency Medical Services during the Month of February 2017.

In February we responded to a total of 172 calls both emergency and non-emergency type calls.

The report breaks down the response outcome of every call we handled. During the month we transported a total 119 patients.

We had a total of 18 refusals of transport calls during the month.

In February our average response time from Dispatch to a call and then on scene in the borough of Brentwood was 5.4 minutes. Times vary on priority of dispatch call and if we are coming from a distance to cover the call. Also attached is the Priority Code Breakdown.

In February we had 12 calls handled by Mutual Aid services while we were on calls.

Also in February we handled 12 calls in Mutual Aid communities.

Any questions feel free to contact us.

Submitted by

John N. Balkovec, Emt-P
Operations Supervisor
Brentwood Ems

Joanne Cook, Emt-P, MS, RN
Director
Brentwood Ems

Cc: President of Ems/Borough Manager

*Our Annual Subscription drive for 2017 has started.
Please encourage you and your neighbors to support
Brentwood Ems Subscription Program for 2017.*

Response Times by MCD / FIPS				
MCD / FIPS	Count	Avg.	Min.	Max.
Brentwood (2121)	121	5.4	1.000	13.000
Dormont (2125)	1	19.0	19.000	19.000
Homestead (2824)	2	10.5	10.000	11.000
Jefferson Hills (2826)	9	38.7	12.000	199.000
Munhall (2130)	2	28.5	27.000	30.000
Pittsburgh (2001)	6	9.2	5.000	14.000
West Mifflin (2115)	1	19.0	19.000	19.000

Criteria

From: 02/01/2017
 To: 02/28/2017
 Group By: Group by MCD/FIPS
 1st Time: Time Dispatched
 2nd Time: Time Arriving at Referring
 Only show charts where times exist
 Ignore time differences of "0"

Time Frame (Mins)	Count	Percentage
0-1	1	04.35 %
1-2	1	04.35 %
2-3	8	34.78 %
3-4	4	17.39 %
4-5	6	26.09 %
5-6	2	08.70 %
6-7	0	00.00 %
7-8	1	04.35 %
8-9	0	00.00 %
9-10	0	00.00 %

Count: 23

Average: 4.04

Average (0-15 times): 4.04

Min.: 1.000

Max.: 8.000

Criteria

From: 02/01/2017

To: 02/28/2017

Group By: Group by Time Frame

1st Time: Time Dispatched

2nd Time: Time Arriving at Referring

Only show charts where times exist

Ignore time differences of "0"

Response Code(s): E-0

Zip Code(s): 15227

Time Frame (Mins)	Count	Percentage
0-1	1	02.08 %
1-2	2	04.17 %
2-3	8	16.67 %
3-4	12	25.00 %
4-5	7	14.58 %
5-6	4	08.33 %
6-7	8	16.67 %
7-8	2	04.17 %
8-9	2	04.17 %
9-10	1	02.08 %
Above Max Range	1	02.08 %

Count: 48

Average: 5.19

Average (0-15 times): 5.19

Min.: 1.000

Max.: 13.000

Criteria

From: 02/01/2017

To: 02/28/2017

Group By: Group by Time Frame

1st Time: Time Dispatched

2nd Time: Time Arriving at Referring

Only show charts where times exist

Ignore time differences of "0"

Response Code(s): E-1

Zip Code(s): 15227

Time Frame (Mins)	Count	Percentage
0-1	1	05.88 %
1-2	3	17.65 %
2-3	2	11.76 %
3-4	2	11.76 %
4-5	2	11.76 %
5-6	1	05.88 %
6-7	0	00.00 %
7-8	2	11.76 %
8-9	1	05.88 %
9-10	1	05.88 %
Above Max Range	2	11.76 %

Count: 17

Average: 5.53

Average (0-15 times): 5.53

Min.: 1.000

Max.: 11.000

Criteria

From: 02/01/2017
To: 02/28/2017
Group By: Group by Time Frame
1st Time: Time Dispatched
2nd Time: Time Arriving at Referring
Only show charts where times exist
Ignore time differences of "0"
Response Code(s): E-2
Zip Code(s): 15227

Time Frame (Mins)	Count	Percentage
0-1	0	00.00 %
1-2	0	00.00 %
2-3	1	04.76 %
3-4	3	14.29 %
4-5	4	19.05 %
5-6	1	04.76 %
6-7	2	09.52 %
7-8	4	19.05 %
8-9	2	09.52 %
9-10	1	04.76 %
Above Max Range	3	14.29 %

Count: 21

Average: 7.14

Average (0-15 times): 7.14

Min.: 3.000

Max.: 12.000

Criteria

From: 02/01/2017

To: 02/28/2017

Group By: Group by Time Frame

1st Time: Time Dispatched

2nd Time: Time Arriving at Referring

Only show charts where times exist

Ignore time differences of "0"

Response Code(s): E-3

Zip Code(s): 15227

Time Frame (Mins)	Count	Percentage
0-1	2	18.18 %
1-2	0	00.00 %
2-3	0	00.00 %
3-4	1	09.09 %
4-5	2	18.18 %
5-6	1	09.09 %
6-7	3	27.27 %
7-8	2	18.18 %
8-9	0	00.00 %
9-10	0	00.00 %

Count: 11

Average: 5.36

Average (0-15 times): 5.36

Min.: 1.000

Max.: 8.000


Criteria

From: 02/01/2017
To: 02/28/2017
Group By: Group by Time Frame
1st Time: Time Dispatched
2nd Time: Time Arriving at Referring
Only show charts where times exist
Ignore time differences of "0"
Response Code(s): E-4
Zip Code(s): 15227

Criteria

Date From: 02/01/2017

Date To: 02/28/2017

ALL by Base / Station 

Group	Count	Pct
Station 530	172	100.0
Total:	172	

Criteria

Date From: 02/01/2017

Date To: 02/28/2017

ALL by Medical Category



Group	Count	Pct
Abdominal Pain	5	2.9
Behavioral	5	2.9
Cardiac	6	3.5
Diabetes	3	1.7
Fall Victim	17	9.9
Generalized Weakness	4	2.3
Hemorrhage	2	1.2
Medical (NOS-last choice)	52	30.2
Nausea	1	0.6
Not Applicable	4	2.3
Not Entered	2	1.2
Obstetrical	1	0.6
Pain	13	7.6
Poison / Overdose	7	4.1
Respiratory	13	7.6
Seizure	3	1.7
Standby	7	4.1
Transfer / Interfacility / Palliative Care	9	5.2
Trauma	9	5.2
Unconscious / Fainting	7	4.1
Vomiting	2	1.2
Total:	172	

Criteria

Date From: 02/01/2017

Date To: 02/28/2017

ALL by Outcome



Group	Count	Pct
Cancelled	6	3.5
Cancelled Enroute	1	0.6
Care Transferred	4	2.3
DOA	2	1.2
Fire Standby	4	2.3
Lift Assist	6	3.5
No Patient Found	5	2.9
Other	2	1.2
POV	1	0.6
Refused	17	9.9
Standby Only	4	2.3
Transported	119	69.2
Treatment / No Transport	1	0.6
Total:	172	



BRENTWOOD BOROUGH POLICE DEPARTMENT

Adam R. Zeppuhar
Chief of Police



DATE: 3/16/2017

FROM: Chief Adam Zeppuhar



RE: Monthly Council Report (February 1, 2017 through February 28, 2017)

TOTAL ARRESTS		COUNT	Year to Date
TOTAL ARREST ADULT		38	68
Gender	Male	27	43
	Female	11	23
TOTAL ARREST JUVENILE		2	7
Gender	Male	2	6
	Female	0	1
TRAFFIC STOPS		COUNT	COUNT
TOTAL		99	122
CITATION(S) ISSUED		52	67
WARNING(S) ISSUED		38	52
ARREST		7	10
OTHER		2	3

Arrest	Total Count: 40	YTD
OTHER WARRANT	1	4
PFA/ICC	0	1
UCR – ARRESTED AND RELEASED -NOT INCARCERATED	26	44
UCR – ARRESTED AND TAKEN TO ACJ/SHUMAN	8	16
WITH WARRANT	3	8

Citation	Total Count	YTD
BOROUGH PARKING TICKET	211	462
NON-TRAFFIC CITATION	6	9
TRAFFIC TICKET	130	301

EVENT TYPE**COUNT**

ABANDONED-JUNK VEHICLES	2
ALARM	15
ANIMAL COMPLAINT	9
ANIMAL LOST/FOUND	3
AREA 1 CHECK	55
AREA 2 CHECK	56
AREA CHECK	3
ARSON/BOMB	2
ASSAULT	5
ASSIST CITIZEN	13
ASSIST EMS	82
ASSIST FIRE	9
ASSIST POLICE	14
BOROUGH PARK CHECK	25
BRENTWOOD TOWNE CENTER CHECK	6
BURGLARY	3
CHILD LINE REFERRAL	7
CIVIL COMPLAINT	5
CLEAN-UP DETAIL	1
COMMUNITY RELATIONS	3
CRASH/NON-REPORTABLE	1
CRASH/REPORTABLE	0
CRIME LAB RUN	3
CRIMINAL MISCHIEF	3
DISABLED VEHICLE	9
DISORDERLY CONDUCT	3
DISPUTE	4
DISTURBANCE	3
DOMESTIC	8
DUI	12
EMPLOYEE INJURY	3
EXPOSE	1
FOLLOW-UP INVESTIGATION	6
FORGERY	0
FRAUD	3
HARASSMENT	12
HAZARDOUS CONDITIONS	5
HOMICIDE	0
INVESTIGATION	3
JUVENILE COMPLAINT	1
LIQUOR LAW	1
LOCAL ORDINANCE	36
MISSING PERSON, +18	4
MOTOR VEHICLE CRASH	23
MOTOR VEHICLE THEFT	1
NARCOTICS	10
OFFENSE AGAINST FAMILY	2
OVERDOSE / NON-FATAL	4
PARKING COMPLAINT	4

PARKING ENFORCEMENT DETAIL	8
PERSON SEEKING POLICE ADVICE	3
PFA	6
PROPERTY RETURN	4
PROPERTY-LOST/FOUND/RECOVERED	7
PUBLIC DRUNKENESS	1
PURSUIT	2
REFER TO OTHER AGENCY	3
ROBBERY	1
RUNAWAY	1
SUICIDE POSSIBLE/ATTEMPT	1
SUSPICIOUS ACTIVITIES	5
SUSPICIOUS PERSON	14
SUSPICIOUS VEHICLE(S)	2
TARGETED INTERVENTION PATROL	1
THEFT	16
TRAFFIC COMPLAINT	32
TRAFFIC DETAIL/ENFORCEMENT	37
TRAFFIC STOP	99
TRAINING	11
UNWANTED PERSONS	2
UTILITY COMPLAINT	2
WARRANT ISSUED	1
WARRANT SERVED	1
WATER SHUT OFF DETAIL	4
WELFARE CHECK	15

POLICE MONIES

Category	2/28/2017	3/13/2017	YTD TOTAL
Parking tickets cash	\$195.00	\$170.00	\$1,005.00
Parking tickets checks	\$420.00	\$160.00	\$1,810.00
Insurance (police report copies)	\$210.00	\$105.00	\$900.00
Allegheny County DUI fines	\$966.56	\$0.00	\$2,418.98
Allegheny County Traffic fines	\$0.00	\$1,359.98	\$4,024.67
Allegheny County parking meter fines	\$0.00	\$946.71	\$2,302.17
Allegheny County Non-Traffic fines	\$0.00	\$2,957.21	\$6,906.54
Code Enforcement Fines	\$0.00	\$287.79	\$702.97
False Alarm Fines	\$0.00	\$0.00	\$0.00
NSF Checks	\$0.00	\$0.00	\$75.00
Restitution	\$0.00	\$0.00	\$0.00
WEEKLY TOTALS	\$1,791.56	\$5,986.69	\$20,145.33

NOTES

- We learned that our department will be receiving 1 free month (\$81.25 value) of the Police One Online Academy that we currently subscribe to because we referred another SHACOG department that joined.
- On 2/23/17, Chief Zeppuhar attended the Law Enforcement and Medical Cannabis Educational Summit at Soldiers and Sailors Hall.
- On 2/24/17, our department performed a CLEAN UP detail. No criminal activity was observed.
- On 2/22/17-2/24/17, Officer Mulholland successfully completed 24 hours of training at Ohio Township Police Department and is now a certified Standardized Field Sobriety Test (SFST) practitioner. This class was taught by members of Team DUI/PA DUI Association.
- On 2/24/2017, Officers Rech and Wagner were part of a narcotics seizure that yielded 30 bricks of heroin, \$1,010.00, and drug making paraphernalia. A notable fact in this case was a bag containing suspected fentanyl was recovered.
- On 2/27/17 through 3/3/2017, Officers Davidson and Scott attended and successfully completed Police Supervisory In-Service Training (POSIT). This class is taught by members of the Penn State Justice and Safety Institute and is designed for first line supervisors. This class was held at the Allegheny County Police Academy.
- Officers Skrip, Meisel, and Sergeant DeLallo completed their yearly mandatory in-service training.
- On 3/2/2017, we learned from the Gwinnett County District Attorney's office in Georgia that an offender plead guilty to life without parole in a Georgia rape case. Officer Davidson assisted by providing a line-up to a victim which was crucial in the case.
- On 3/6/2017 we learned that 3 people were federally indicted in a forged prescription pill ring. Officer Heynes was involved and assisted the FBI by providing information about a case which occurred in our town. This is just one example of how our department works with other agencies to combat our nation's opiate epidemic.

- On 3/6/17, our officers received a narcotics tip about a house on Beechdale Avenue. Officer Rech was successful in obtaining a search warrant for the address. There were approximately 25 pounds of marijuana seized, marijuana wax, 4 firearms, and approximately \$9,485 in cash. It should be noted that the estimated street value of the marijuana and wax is approximately \$175,000.
- I returned a phone call to a resident on 3/8/17. She wanted to inform me that she was completely satisfied with the police officer who came over to her address for a criminal mischief report. She related that the officer was very respectful, had charisma, and very polite. This officer was Officer Skrip.
- On 3/9/17, Officer Mulholland attended a SIMTAC training session at the Allegheny County Police Academy. This is simulated firearms training that provides officers with various shoot/don't shoot situations and enhances verbal communication in simulated critical incidents. The remainder of our department will attend this training in April. For further details, please go to <http://simtacservices.com/>
- On 3/13/17, Chief Zeppuhar forwarded off a grant request to Allegheny County District Attorney Steven Zapalla. The request was for the purchase of new portable radios for our patrol officers. Our current portable radios are not supported anymore by the manufacturer. These radios were budgeted this year in the capital improvement fund, however through asset forfeiture funds we can possibly have these radios paid for. Our department was successful in 2 narcotics cases with the Attorney General's office where the defendants pled and forfeited \$8,000 and \$8740 respectively. The recommended disbursement to our department is \$7244.00
- Sergeant DeLallo, Officer Meisel, and Officer Skrip completed their Mandatory In-service Training this year.
- I would like to thank our officers for doing an excellent job with the newly implemented Naloxone policy. They are helping save lives while also combating the nation's opiate epidemic amongst other responsibilities. Below are our NARCAN Saves/EMS overdose related assists since the last report:
 - Officer Skrip. 3/4/17.
 - Officer Skrip. 3/6/17.
 - Officer Scott. 3/11/17.
 - Officer Mulholland. 3/11/17.

- We would like to remind all residents to please lock you vehicle doors even if your vehicle is on your property. Theft from a motor vehicle is a crime of opportunity, so please do not be an easy target for theft.



https://www.google.com/url?sa=i&rc=j&q=&esrc=s&source=images&cd=&ved=0ahUKEwiH_Nmh65nSAhVLwiYKHU-TAMUQjRwIBw&url=http%3A%2F%2Fwww.exeterexpressandecho.co.uk%2Fpolice-trying-car-doors-after-60-targeted-in-town%2Fstory-30086695-



THE BOROUGH OF BRENTWOOD

MUNICIPAL BUILDING - 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199
Office 412-884-1500 FAX 412-884-1911
www.brentwoodboro.com

March 20, 2017

Brentwood Borough Council
3624 Brownsville Road
Pittsburgh, PA 15227

RE: Monthly Progress Report 2017-02
Office of the Borough Manager
Period February 01, 2017 to March 03, 2017

Honorable Members of Council:

Enclosed is my monthly progress report for the period of February 01 to March 03, 2017.

As always, if anyone has any comments or questions on this report please do not hesitate to give me a call.



SPECIAL PROJECTS

ALCOSAN - CONSENT DECREE

Status Update: Nothing new to report.

3 Rivers Wet Weather

Region Wide Multi-Municipal Source Reduction



ARLE Grant Project – Willock/Brownsville Road Traffic Signal Upgrades

Status Update: Refer to Engineer's Report.

02/14/17 – Placed a call to Traffic Control & Engineering regarding an invoice. It appears they sent the wrong invoice to Brentwood.

The signal inspection and review has been rescheduled for Friday 1/13/17 at 10:00 a.m. due to the weather forecast tomorrow. They do not need to have a police vehicle available for the EVP system. The Contractor's trucks are equipped to do the testing of that system.

The signal installation is complete at Brownsville and Willock. They plan to turn the new signal on Monday morning after school starts. Once turned on, they will remove the old poles and equipment. Final inspection by Gateway and PennDOT will be Thursday or Friday next week.

TRAIL COMMITTEE

Status Update: Nothing new to report.

PERMIT PARKING PROJECT

Status Update: Nothing new to report.

POOL PROJECT/CITE GRANT

Status Update:

03/02/17 – Conference call with Gateway Engineers and R. Mackewich and J. Attanucci to review progress of the Pool Renovation's project. Reviewed progress report questions.

Reviewed the conceptual plans and made comments. The biggest items were to clarify that there is only to be one entrance to the pool. (existing entrance).

Researched some costs and designs for pool slides. It was agreed, that to save costs, the Borough would purchase such items as Lifeguard Chairs, Slide, Shade Structures, etc. from a State Contract rather than have them included in the Design Specs which would then be "marked up". A presentation to Council is being planned for March.

03/01/17 - Reviewed Progress Report and conceptual plans. (See attached)

SIDEWALK IMPROVEMENT PLAN/POLICY

Status Update: Nothing new to report.



SINC-UP GRANT PROJECT - MARYLEA/BROWNSVILLE ROAD

DESCRIPTION: Upgrade existing signals at Marylea Avenue & Brownsville Road to meet current traffic signal standards and include pedestrian signal heads with countdown timers.

Status Update: Nothing new to report.

2017 ROAD PAVING PROJECT

Status Update: Refer to Engineer's Report.

GIS PROJECT

Status Update: Nothing new to report.

NEW MUNICIPAL COMPLEX PROJECT/FINANCE & DEVELOPMENT

STATUS:

03/03/17 – I, along with Ralph Costa met Matt Franz of HHSDR, Joe Fagan of Gateway Engineers, and Tim Gaber along with the Geotechnical company to investigate whether or not a drill rig can have access to the Snee Dairy basement to perform at least two additional borings. After reviewing the site, the driller indicated that they will indeed be able to drill two borings inside of the building. This will result in four (4) total borings which should be sufficient to determine the type of foundation. Gateway Engineers were authorized a not-to-exceed amount of \$7,000 for two (2) borings located out front of the building. I stated to Joe Fagan, as this is a necessary requirement to ensure an adequate foundation, for him to send me an addendum to the Work Authorization for the two (2) additional borings. Council could vote to approve during a special meeting on Monday, March 13th or wait until Monday, March 20th to ratify the additional work. Since this is a necessary step in the Borough's due diligence, waiting until the 20th should not be an issue.

Walking through the building, one would be amazed at the size. There has been talk about keeping the garage parking downstairs in the basement as the existing building had, but looking at the size of the first floor, and confirming this with Matt Franz, there does not appear to be a need to include any underground/basement parking. In addition, any additional floor/space will require elevator/ada access and just add to the costs.

02/27/17 – Reviewed Snee Dairy Agreement. Following the Council meeting, emailed out notices to Skelly & Loy, Steve Barone, Matt Franz, and Gateway Engineers as well as Tim Gaber.

02/23/17 - Prepared Boro Building Committee Meeting notes.

02/21/17 – Reviewed revised Sale's agreement. Sent to T. Gaber for review. Replied to email from HHSDR. Contacted S. Barone for appraisal.



02/20/17 - Prepared for and attended the Weekly Borough Building Committee Meeting.

BOROUGH BUILDING COMMITTEE MEETING

FEBRUARY 20, 2017

5:00 P.M.

MEETING NOTES

1. Call to Order.

2. Roll Call.

Present:

Councilman John Frombach, Chair

Councilman Rich Schubert, Member

Councilman Dr. Robert Pasquantonio

Police Chief, Adam Zeppuhar

Borough Manager, George Zboyovsky, PE

Mayor Dennis Troy

Guest – Gavin Robb, Solicitor

3. Artman Building Offer – ACTION ITEM

G. Zboyovsky mentioned that Council will deny or accept the Proposal from Brandon Renzi during tonight's Agenda Meeting.

4. Snee Dairy Option vs. Current Site Option (relocate to Civic Center Temporarily)

Snee Dairy Option - Purchasing and demolition of existing Snee Dairy Building and constructing a new municipal building on the site. Current Borough Operations would remain at the current building until the new building is completed. Operations would then relocate to the new Building. The existing property would be marketed to be developed.			
Current Site Option - Borough Operations would relocate to the Civic Center with Police Operations being relocated to a Temporary Trailer. EMS would relocate to the BVFC temporarily. The Existing Building would be demolished and the new building and parking lot constructed in the same location.			

2017 Capital Improvement Budget 18-409-313	\$ 235,000.00
--	---------------



	Snee Dairy		Current Site
<u>Estimated Expenditures</u>	<u>Option</u>		<u>Option</u>
Skelly & Loy - Phase I	\$ 2,000.00		\$ -
Gateway Engineers - Geotech	\$ 7,000.00		\$ 7,000.00
HHSDR Architectural Firm =	\$ 14,900.00		\$ -
Purchase of Property	\$ 141,000.00		\$ -
Demo of Purchased Property	\$ 200,000.00		\$ -
Architectural Fees - Final Design	\$ 220,000.00		\$ 220,000.00
Engineering Site Design	\$ 15,000.00		\$ 30,000.00
Relocation to Civic Center (6 DPW Men)	\$ -		\$ 2,000.00
New Work Stations			\$ 10,000.00
Minor Renovations/Set up to Civic Center	\$ -		\$ 10,000.00
Trailer Rental for Police	\$ -		\$ 40,000.00
Loss of Rentals of Civic Center	\$ -		\$ 5,000.00
Legal Fees	\$ 5,000.00		\$ 5,000.00
Demolition of Existing Building	\$ 350,000.00 ⁽¹⁾		\$ 350,000.00
Construction of New Building	\$ 5,000,000.00		\$ 5,000,000.00
Total Estimated Expenditures	\$ 5,954,900.00		\$ 5,679,000.00
33% from Sanitary Sewer Fund	\$ 1,965,117.00		\$ 1,874,070.00
	\$ 3,989,783.00		\$ 3,804,930.00
2017 Budget =	\$ 235,000.00		\$ 235,000.00
Remaining Balance Needed	\$ 3,754,783.00		\$ 3,569,930.00

⁽¹⁾Demolition of the Existing Building may not be required if it is included as part of some future development.

<u>Potential Revenues</u>			
Potential Revenue from Sale of Existing Building (Estimate)	\$ 500,000.00		\$ -
Potential Revenues of Future Snee Dairy Taxes (20 years)			\$ 40,000.00
Potential Loss of Future New Development Tax Revenue (\$5,000,000 Development for 20 years)	\$ 1,000,000.00		\$ -
Total Estimated Revenues	\$ 1,500,000.00		\$ 40,000.00
Difference in Estimated Costs	\$ 184,853.00	more to pursue	
		Snee Dairy Option	
Difference in Estimated Revenues	\$ 1,460,000.00		



Mayor Troy also stressed the important fact of the future revenues that could be recovered by developing the current property of the Borough Building. He suggested the above table be revised to include the impact of these tax revenues on the School District.

5. Sale's Agreement – G. Robb

G. Robb stated that he has prepared a Sale Agreement that does include contingencies for the borough to terminate should factors associated with the property not develop. (i.e., parking agreement, Phase I, Geotech, etc.).

It was discussed that a 60-day due diligence period be increased to 90-days to permit more time to obtain all of the necessary information. G. Robb also advised that the 2014 Appraisal be updated.

6. Action Items/Next Step/New Items

Set Meet Weekly Committee Meetings (Every Monday at 5pm)

Step 1 – Enter Into Sale's Agreement to Purchase Snee Dairy Site	February 27, 2017
Step 2 – Award Phase I Environmental Study	February 27, 2017
Step 3 – Award Geotechnical Study	February 27, 2017
Step 4 - Review Phase I Environmental Study	March 27, 2017
Step 5 – Review Geotechnical Study	March 27, 2017
Step 6 – Award Architectural Conceptual Design/Cost Estimate	March 27, 2017
Step 7 – Review Conceptual Design/Cost Estimate	April 2017
Step 8 – Decision on EMS	April 2017
Step 9 – Work Authorization from HHSDR to prepare Design	April 2017
Step 10 – Design Committee (Admin/Police/Council Reps.)	April 2017
Step 11 – Council Approves on Final Design	April 2018
Step 12 – HHSDR Puts Project out for Bid	May 2018
Step 13 – Council Awards Projects	July 2018
Step 14 – Begin Bond Process with PFM	August 2018
Step 15 – Retain Construction Administrator/Borough Rep	April 2018

7. Adjournment.



IN-HOUSE SEWAGE/DELINQUENT REFUSE COLLECTIONS PROJECT

Status: Nothing new to report.

SAW MILL RUN WATERSHED ASSOCIATION

Status: Nothing new to report.

MILITARY BANNER POLICY

Status: Nothing new to report.

STRATEGIC ACTION PLAN (SAP)

Status: Nothing new to report.

YOUTH EXCEPTIONAL SERVICE (YES) AWARD

Status: Nothing new to report.



BOROUGH OPERATIONS REPORT

ADMINISTRATIVE

Reviewed and addressed emails.

Prepared for and attending the Monthly Borough Staff Meeting held on Friday, February 03rd.

Assigned various tasks and projects to staff.

Cleaned up Electronic Scanned Documents and E-Filed them accordingly

Weekly Planning of Schedule and Priorities

Reviewed Employee Time Sheets

Reviewed Voicemail Messages

Reviewed regular mail and scanned and filed accordingly

Returned all voicemail calls

BOROUGH BUILDING

Energy Audit

Reminder, that Richard Phelps will be presenting the 2016 Energy Audit at the beginning of the February 20, 2017 Agenda Council Meeting. As you can recall, ABM's report showed a great increase in electricity usage at the Civic Center. 01/05/17 an engineer from ABM went to the Civic Center to determine what the cause of the increase of electricity use might be. The findings were as follows:

1. The lights were on in the activity room, the man who showed up told me that the place now operates a solid 4 days a week. Outside lights are lit on the patio when the folks are there in the evening hours too.
 2. The downstairs storage/material space had no electricity for a little over a year. It now has power and the meter was replaced. Since the lighting was bad they removed 300 watt of lighting and replaced them with 900 total watts. Also the unit heater did not operate for the same period of time.
 3. The lights were also on in the janitors closet.
 4. They had seven (7) graduation parties there on weekends this past year. The man I met with said there were other functions on the weekend this past year including: the 911 group had a craft fare, and the hockey team had a puck drop event, to name a few. He said there is a man who is aggressively selling the space.
-

Code Enforcement/Building Inspection

See attached Monthly Report.



COMMUNITY AFFAIRS/ECONOMIC DEVELOPMENT

Congratulations!

Your municipality has been awarded the status of a 2017 Banner Community!



(please see below for important details)

ALOM is pleased to inform you that many enhancements have been made to the Banner Community Program which include several benefits, all made possible by the program sponsor Herbert, Rowland & Grubic (HRG) Engineering. In addition to the traditional press announcement and certificate ceremony, the 2017 recognition will include a luncheon event as a special “thank you” to our Banner Communities for their efforts. All 2017 Banner Communities will also be eligible to receive scholarships for their elected and appointed officials to attend the 2018 Spring Educational Conference. **Please see below for important details and please respond accordingly no later than March 24, 2017.**

Press Event:

- Friday, March 31
- 10:30 a.m.
- Allegheny County Courthouse
- Grand Staircase
- Parking recommendation: Oxford Center Garage - 301 Grant St, Pittsburgh, PA 15219

Luncheon:

- Friday, March 31
- 12:00 noon start (immediately following press event)
- Rivers Club – One Oxford Center (entrance on 4th floor) - 301 Grant St, Pittsburgh, PA 15219
- Each Banner Community receives **2 complimentary** seats at the luncheon. Additional seats are available for \$30 per person. **All guests must register for the luncheon to ensure proper seating.**
- To register complimentary guests, [click here](#)



2018 Spring Educational Conference Scholarships:

- Will be awarded at the 2017 Spring Educational Conference
- Additional details will be provided at the time scholarships are awarded

Once again, congratulations and thank you for your hard work.

Allegheny League of Municipalities (ALOM)

Time is Running Out

Spring Educational Conference

2017 Spring Educational Conference Information Now Available!

The 2017 Spring Educational Conference is taking place **April 6-9** at Seven Springs Mountain Resort! **This year's conference will feature a number of enhancements including:**

- Headlining Entertainment on Saturday Night
- New Registration and Information Hub
- More Concurrent Sessions
- Online Registration and Credit Card Payments

If you would like to attend, please let Denise know ASAP. Rooms are limited as well as space. Thus far we have the following attending:

- Mayor Troy
- Councilman Smith
- Councilman AJ Doyle
- Manager Zboyovsky

Brentwood Baldwin Whitehall Chamber of Commerce

03/02/17 - Attended the BBW Chamber Meeting.

February 23rd - "Come In From the Cold" Tour, Passport to Pittsburgh tour sponsored by John F. Slater Funeral Home. 10AM -3PM, Roundtrip transportation with guide to Phipps Conservatory and Botanical Gardens and High Tea Buffet at Mansions on Fifth. Cost: \$85 per person. Contact Chris Crompton 412-881-9022 or communityservice@johnfslater.com

February 24th - Brentwood 4th of July Committee annual Night at the Races at St. Albert the Great Hall in North Baldwin. Doors open at 6:00 p.m. with the first race at 7:15 p.m. Tickets are \$15.00 per person which includes admission, buffet dinner, dessert, soft drinks, beer, and



snacks. Tickets can be purchased at the Brentwood Borough Building, Brentwood Library, or on line at <https://www.eventbrite.com/e/brentwood-4th-of-july-parade-night-at-the-races-tickets31101727103>. Tickets must be purchased in advance. No tickets will be available at the door.

February 25th – Whitehall Boro Recreation Board, *Winter Blues Comedy Cure*, Salvatore's

MARCH

March 2nd – Chamber General Luncheon, noon, at South Hills Country Club, 4053 Brownsville Road, 15227, Guest Speaker Richard Hudic, Executive Director, Allegheny Regional Assets District.

March 10th – Women's Networking Luncheon, noon, at South Hills Country Club, 4053 Brownsville Road, 15227, Guest Speaker Lillie Leonardi, author *In The Shadow Of A Badge*

March 19th – Learn to Manage Your Kidney Health, Sponsored by Seven Oaks Hospice. Class will be held at 10AM, Norbert Personal Care home, 2413 St. Norbert Drive, 15234. RSVP 412-742-3443, or KindeySmart.org/Class

March 23rd – Passport to Pittsburgh presents *Afternoon Delight!* Tour. 11AM – 4PM, Cabaret Theater Square buffet lunch and performance of "Pump Boys and Dinettes" Cost: \$95 per person, Contact Kim Adley, 412-298-0409, passport2pgh@gmail.com.

BRENTWOOD BALDWIN WHITEHALL CHAMBER OF COMMERCE LUNCHEON AND GENERAL MEMBERSHIP MEETING

March 2, 2017

South Hills Country Club
4305 Brownsville Road
Pittsburgh, PA 15227

Noon

Guest Speaker
Richard Hudic
Executive Director
Allegheny Regional Asset District

The Allegheny Regional Asset District (RAD) is a special purpose area-wide unit of local government that was authorized by an act of the Pennsylvania Legislature (Act 77 of 1993). The geography of the District is the same as Allegheny County. RAD provides grants from half of the proceeds of the Allegheny County Sales and Use Tax, and works with citizen boards and government officials to monitor the assets for effective operation and development.

RAD grants are distributed to civic, cultural and recreational entities, libraries, parks and sports facilities.



CONNECT

CONNECT Executive Committee Meeting

Attached to this week's packet is the meeting packet for next week's CONNECT Executive Committee meeting that will take place **next Thursday, February 16 at 10:00 a.m.** at the Stowe Township Municipal Building located at 555 Broadway Ave, McKees Rocks PA, 15136.

The majority of the meeting will be discussing the future of the organization, with CONNECT member Kathy Coder joining us to provide a recap of CONNECT's recent Strategy Session and leading a discussion around the goals and priorities of CONNECT moving forward.

Jim Sloss from the City of Pittsburgh will also be at the meeting to answer any questions regarding the City's joint energy purchasing program, and Betty Cruz, Director of the Change Agency will be providing information about the development of a municipal program to build welcoming communities.

Also attached to this week's packet you will find a copy of the Powerpoint that was presented by Breen Masciotra from the Port Authority at last month's Executive Committee meeting for anyone who would like a copy for reference, as well as a new brochure that was the result of a collaboration between the ACHD and DHS that provides resources for Drug and Alcohol help in Allegheny County

Save the Date!

CONNECT's Eighth Annual Legislative Session & Reception

Thursday, April 20th, 2017

4:00 - 7:00 p.m.

The Circuit Center

5 Hot Metal St.

Pittsburgh, PA 15203

COUNCIL RELATED

Replied to emails from Council members.

Returned calls to Council members

Received calls from Council members

Met with a couple members of Council on a variety of items this week.



COUNCIL MEETING & PREPARATIONS

02/27/17 - Prepared for and attended the Council Executive Session and Regular Council meeting.

02/20/17 - Updated and finalized NovusAgenda Items. Sent reminder email to Council. Prepared for and attended Executive Session and Agenda meeting.

02/19/17 - Reviewed and finalized some agenda items.

02/18/17 - Worked on NovusAgenda associated with 02/20/17 Agenda meeting.

COUNCIL PACKETS

02/22/17 - Completed and emailed out last week's Council Packet.

02/01/17 - Completed and emailed out last week's Council Packet.

Engineering

Refer to Engineer's Report Attached.

Monthly Engineering Progress Meeting with Gateway Engineers

2/08/17 - The purpose of this meeting was to discuss the ongoing progress and issues pertaining to the many Engineering related items in the Borough.

Meeting began at 2:00 PM - See attached Summary.

PennDOT - Rapid Bridge Replacement Project

03/02/17 - Attended meeting with PennDOT regarding the Rapid Bridge Replacement Project that is occurring this summer on two, possibly three structures, that will result in the closing and detouring of traffic.

PennDOT RT. 51 Traffic Signals

02/10/17 - As part of a PennDOT traffic signal coordination and retiming project on State Route 51, they recently reinstalled their traffic signal timings that were installed last year before the most recent resurfacing/construction projects.

Late last week, PennDOT reinstalled coordinated timings at the following intersections:

- State Route 51 and Peters Creek Road (Jefferson Hills)
- State Route 51 and Old Clairton Road-south (Jefferson Hills)
- State Route 51 and PA Turnpike 43 (Jefferson Hills)
- State Route 51 and Irwin Drive (Baldwin Borough)
- State Route 51 and Grace Street (Baldwin Borough)
- State Route 51 and Brentview Road (Baldwin Borough)
- State Route 51 and Streets Run Road (Whitehall Borough)



- State Route 51 and Borough Park Drive (Whitehall Borough)
- State Route 51 and Bealle Drive (Whitehall Borough)
- State Route 51 and Glen Elm Drive (Whitehall Borough)
- State Route 51 and Brentwood Towne Square (Brentwood Borough)
- State Route 51 and Marylea Avenue/Delco (Brentwood Borough)
- State Route 51 and Greenlee Road (Brentwood Road)

PennDOT is still monitoring the new timings at these intersections and making adjustments based on their observations and any feedback that they receive from the Borough's involved. If you hear of any traffic signal timing complaint or other feedback in the next few weeks, please let me know what the signal timing complaint or feedback is and I will forward to the appropriate PennDOT Department.

MS4

02/28/17 - Attended Preparing TMDL Plans and Nutrient/Sediment Pollution Reduction Plans Seminar/MS4 requirements (received 6.5 PDHs).

Field 3 Flooding

02/27/17 – Reviewed more information on Field 3 Drainage issues. Visit site. Took video of where the water is coming from. It appears the water is percolating through the gravel path from the runoff from the hillside.

02/24/17 – Met with V. Alexandrov to review the drainage/dugout flooding issue at Field 3. A possible solution, I believe, would be to first restabilize the hillside area where the erosion is concentrated. Install a French drain along the foot of the hillside and tie it into the catch basin near the pathway. I'd suggest to use a decorative stone surface that would be permeable and would also prevent runoff from the hillside onto the field of play as well. Another option could be to leave it as stone for now, but then we can use this new "pathway" for the Decorative Brick Pavers that are going to be sold as a funding source. See below:





Finance

03/01/17 - Reviewed Purchase Orders, Input new PO for DPW Computer Monitor and Backup.

02/27/17 - Met with representatives of First National Bank. Discussed if they can provide "lock box" services and mailing of the Borough's sewage/trash invoices. They stated that they believe they can provide that service and will be back in contact with me to discuss further.

02/23/17 - Reviewed invoices and signed checks.

02/14/17 - Reviewed invoices and signed checks.



02/08/17 – Reviewed invoices and signed checks.

Borough Tax Collector

Received a letter from the Borough's Tax Collector, Fay Boland, requesting an increase in the compensation for the Borough Tax Collector (See attached). She is requesting the salary for the tax collector be increased \$4,500 from \$5,000 to \$9,500. This equates to a 90% increase. She likewise has sent a letter to the School District asking them for an increase in her salary. This will be on the June 27th Council Meeting Agenda for Council to discuss and/or take action.

AccuFund

02/03/16 – Meeting with AccuFund account rep, Elisa Kearney, to go over Purchase Orders and setting up Projects.

02/01/17 – Logged onto AccuFund to review the software.

Energy Auction

02/14/17 – Finalized RFI and emailed.

02/10/17 – Worked on request for information.

02/09/17 – Received email from Western PA Energy Consortium and began pulling together the requested information.

Grants

02/23/17 - Reviewed and edited LGA Intern Grant.

GEDF Grant

02/27/17 – Researched the criteria and schedule associated with the Gambling Economic Development Fund Grant. This may be a good grant to apply for monies to demo the existing Borough Building. The Deadline is in May.



RACP Grant

02/02/17 – Reviewed RACP Grant application. I did discover that the Borough is indeed eligible for this Grant since \$3,000,000 line item for a new Public Safety/Municipal Building is included in the State Budget. However, the application was clear that the project must be ready for construction within a year of the grant application. I will try again in 2018.



INFORMATION TECHNOLOGY

03/02/17 - Trained J. Attanucci on AccuFund Purchase Orders.

02/22/17 - Follow up with DEP on setting up DPW and PD.

02/08/17 - Worked on Google Citizen Request Forms. Trying to determine how to send an automated response back to the resident.

02/02/17 - Reviewed Google Forms and then created a Citizen Request Form. This will be linked to the Borough Web Site for residents to submit issues/complaints. The forms can then be forwarded to the appropriate department.

INSURANCE

02/07/17 - Met with Ed Schmidt and Mac MacIlrath to review the fast approaching Insurance renewals. Ed Schmidt, who is a broker, believes that he might be able to save the Borough on their Property and Liability Insurances.

LEGAL

Day Camp Agreement

02/27/17 - Revised Agreement. Sent to School District for review.

02/15/17 - Discussed some items regarding an agreement with the School District.



Right-To-Know Requests

02/10/17 - Reviewed an outstanding RTK Request associated with the Dalewood Ave. ADA parking issue and sent out.

ADA Parking Issue

02/07/17 - Return call to S. Andrews regarding the issue of the ADA parking space being "abused" on Dalewood Street. Working on compiling her Right To Know information. (See attached).

01/20/17 - Reviewed email from resident: See below:

George, We would like to know if all (12) Borough recipients (mainly those on council) were given all the details involved in this matter since it was brought to Ralph Costa's attention the end of March 2016? I understand a decision was made on Tuesday January 17, 2017 to allow Mr. Livingston continued access to the handicap space placed in front of his residence.

We feel if all the details regarding this matter were given in great detail, a different decision would be made. After all, how does one make a final decision without knowing



all the facts? Before making this decision, did they review ALL videos and photos provided to Ralph, Eric, Cheif Adam, the Mayor, etc...via text messages on their cell phones since April 2016, as well as review the details given in the 2 meetings I had in person with Cheif Adam and the Mayor? Are they also aware that more recently, more material was forwarded to Ralph, Eric, Stephanie and your emails per the Borough's request? Were they made aware that over a period of approximately 9 months, how many violations occurred by the very people you are granting handicap access? We would like an opportunity to meet with those who are making the final decision so we can give a detailed explanation of all the events that took place since the Handicap space was implemented on April 6th, 2016.

I will also be forwarding a detailed request of all documents and communication pertaining to this matter.

As always, thank you for your time and attention in this matter.

Solicitors

02/20/17 - Participated in conference call with Solicitor and Chief to discuss some issues.

02/01/17 - Meeting with Gavin Robb of Tucker Arnsberg, Ralph Costa and Eric Peccon to discuss outstanding Code issues.

Grievance No. 12667

02/15/17 - Return call to Carl Bailey,

02/14/17 - Return call to Carl Bailey regarding the status of Grievance No. 12667. C. Bailey asked if Officer Wagner had been paid for the Court Time. I indicated that Council will still need to act on this Grievance and that the Borough was waiting for the Union to agree to the Memo of Understanding that includes language to prevent this from happening again. He stated that the Union is not in favor of item i. under Court Appearances nor item i. under Sick Leave policy. I stated that item i. under Court Appearances is language to prevent this "misunderstanding" from happening again. He stated that he will review the MOU again and get back to me.

MANAGER'S REPORT

03/03/17 - Worked on last two week's Manager's Reports.

02/22/17 - Worked on last week and this week's Manager's Report.

02/10/17 - Finalized last two week's Manager's Report and emailed out.

02/09/17 - Worked on last week and this week's Manager's Report.

02/08/17 - Worked on last week's Manager's Report.

02/06/17 - Work on last week's Manager's Report.

02/01/16 - Worked on last week's Manager's Report.



MARKETING

IN Community Magazine

2017 Submission Deadlines to D. Assenti:

Spring - February 10, 2017 - Mailed 3/20/17

Summer - May 05, 2017 - Mailed 6/12/17

Fall - July 28, 2017 - Mailed 9/4/17

Winter - October 8, 2017 - Mailed 11/20/17

02/22/17 - Reviewed edited IN Community Magazine articles.

02/21/17 - Reviewed draft and edited IN Community Magazine articles.

02/15/17 - Reviewed and edited and worked on and completed some articles.

02/10/17 - Reviewed and edited staff articles, drafted Manager's Article, prepared e-Brentwood section (notice of Swift 911, twitter, Citizen Request Form, etc.)

02/09/17 - Worked on Spring Edition of IN Community Magazine.

PARKS & RECREATION

Monthly Report attached.

03/02/17 - Discussed some ideas with J. Attanucci regarding park identification for use of park facilities.

02/27/17 - Discussed a few items with J. Attanucci regarding the Facility Policy.

02/23/17 - Met with J. Attanucci regarding the Library's holding a multi-municipality Cultural Festival on May 20th, 2017. He stated that a group had contacted him to hold an event at the Community Room on that date, however the room was already booked by the PTA for an event. Then, he received a flyer that the Library was going to hold a Cultural Event in their Parking Lot and grass area next to the School. Tents will be set up to hold this event. The flyer (attached) indicates that this is being hosted by the Brentwood, Whitehall, and Baldwin Libraries. The Borough was never notified. I contacted D. Luther to ask for more information. With the PTA having an event the same day and same time, parking for their event may be impacted.

02/22/17 - Met with J. Attanucci to review a few items.

02/10/17 - Discussed Facility Rentals and the Library with J. Attanucci.

02/07/17 - Discussed a few items with J. Attanucci.

02/06/17 - Met briefly with J. Attanucci regarding a few matters. Reviewed the Day Camp Proposal submitted from Dr. Burch (See Attached). Forwarded to J. Attanucci for his input.

02/03/17 - Met with J. Attanucci to review the BPI request for the Borough to construct a new Park Pavilion.



02/01/16 – Prepared for and attended the Monthly Department Meeting with J. Attanucci.

Discussed the following items:

1. Issues with Stadium and WPIAL Playoffs
2. Updates to Facility Rental Policy – Include new Park Hours and Pool Hours
3. Closing Pool on the 4th of July (only a handful have been using it that day.)
4. 2017 Summer Concerts
5. Fall/Winter Programs – Looking into Senior activities.
6. Park Lighting
7. Field 4 Improvements

PROFESSIONAL DEVELOPMENT

APMM Executive Development Conference

02/16/17 – 02/17/17 – I, along with E. Peccon, attended the Association for Pennsylvania Municipal Manager's Executive Conference. Topics this year included the following:

- Leadership & Management in a (Permanent) Crisis - The purpose of this workshop was to address the application to the local government environment, act collectively to better our communities, recognize the change that this recession has left us, and as professionals and “keepers of the long term view” provide for staff, our elected officials, and community leadership strategies and tactics for meeting the current demands of local government management and quality of life requirements.
- Diversity and Inclusion: Challenge of Tomorrow, Focus of Today - This session is a journey of self-discovery and self-awareness, an often difficult but necessary journey. Highly effective and productive teams require individuals to discover, understand, respect and value human differences as assets. Diversity and inclusion drive organizational innovation, dexterity and greater efficiency. Participants will be introduced to the basic concepts of diversity and inclusion which go well beyond the traditional boundaries of ethnicity and race. Additionally, participants will actively engage with one another in the session which always leads to those involved immediately gaining a deeper understanding about the multifaceted natures of diversity and inclusion. The exercises and strategies used to communicate the vastness of diversity and inclusion are enlightening, effective and fun ways that lead us to recognize, embrace and celebrate diversity while maintaining the pride we should all feel about our unique differences and strengths.
- Visioning with Your Elected Officials – where to start and how complex a program can become.
- The International Connection: Local Government Around the World – This was a relaxed, interactive discussion on the connections between local and international



governance. Municipal managers from across Pennsylvania shared their perspectives and experiences from countries around the globe. We heard about travels to the United Kingdom, Denmark and the Czech Republic to study local government, efforts to form sister cities and more.

- Citizen Engagement: The Seniors - The 65+ age group is the fastest growing segment of Pennsylvania's population. By 2025, more than 22% of Pennsylvanians will be over the age of 65 and this population shift has important implications for communities across the Commonwealth. The needs of an older population will be different in terms of housing and services, and communities that begin to plan now for this change will be better prepared to adjust as the older population grows. This presentation discussed the needs and expectations of a growing 65+ population and suggested approaches that can help local officials make their communities more accommodating to the changing demographics.

PUBLIC RELATIONS

03/01/17 - Return call to a resident. Had questions and concerns regarding the 11% increase in Sewage and Trash.

02/23/17 - Interview by South Hills Record.

02/22/17 - Return call to SHR and PG.

02/21/17 - Returned calls to residents.

02/15/17 - Return call to a resident regarding neighbor's dead trees. One tree had fallen on their house due to high winds. Second tree in a year. I contacted R. Costa and asked that he contact a Tree Removal Company to investigate and identify all of the dead trees in the area. Once we have the trees marked, the Borough will issue Notice of Violation Letters giving the property owner so many days to have the dead trees removed. If the trees are not removed, the Borough will remove the trees and charge the property owner. I informed the resident that I will keep him up to date on this process.

02/13/17 - Return call to a resident who indicated that he had paid his 2016 Property taxes late only because he could not get a hold of the tax collector. He has since been charged penalties and interest because of this. I informed him that the Tax Collector is an elected position and that they do not report to anyone. I stated that I will see what happened from the tax collector and get back to him.

02/09/17 - Edited VFW Man of the Year Proclamation and finalized.

02/08/17 - Return call to a resident, Dean, who was upset about the increase in Sewage Rates and Garbage Fees. I explained to him that ALCOSAN has been increasing their rates by 11% and 17% to cover the cost of current and future capital improvements. He asked why has to pay



the same in garbage as everyone else even though he is single and puts out one bag of trash every two weeks.

02/07/17 – Researched and drafted up a Proclamation for the VFW Man of the Year.

01/30/17 – Call from Tribune Review/South Hills record regarding the Military Banner Program.

CALL SHEET

Telephone Log Tracker for Incoming Calls/Outgoing Calls/Voicemail

Date	Time of Call	Type of Call (In/Out/VM)	Name	Phone Number	Subject	Notes	Action Items	Follow-up Needed? Y/N	Open/ Closed
2/20/2017	1:04 PM	VM	Paul	412-535-8203	Request for Approval of Liquor License - GetGo	Will Council be voting on Resolution	Council approved.	N	CLOSED
2/21/2017	11:11 AM	VM	Peru - Henry Dunn	570-326-5167		VFC - Select Insurance Company		N	CLOSED
2/21/2017	11:47 AM	VM	Carl Bailey	412-751-7988				Y	CLOSED
2/21/2017	11:49 AM	VM	Jeff George	412-225-3671	Follow Up			Y	CLOSED
2/21/2017	1:02 PM	VM	Leslie	412-624-4444 724-493-0844	Neighbor parking on the Sidewalk - Willet Road		Sent to A. Zeppuhar	N	CLOSED
2/21/2017	1:13 PM	VM	from Chicago Motors	773-235-6500	Purchased the 2009	Title is in the incorrect name.	Sent to A. Zeppuhar and E. Pecon	N	CLOSED
2/21/2017	2:26 PM	VM	Margie from PG	412-770-7408				Y	CLOSED
2/21/2017	2:45 PM	OUT	Carl Bailey	412-751-7988		Left a message		Y	CLOSED
2/21/2017	10:39 PM	VM	Janine DeSignore	412-394-5932	Sewage Fees	Need to be reset. Also, sewage issue with neighbors.		Y	CLOSED
2/21/2017	10:46 PM	VM	Janine DeSignore	412-394-5932	Sewage Fees		D. Assenti - informed J. DeSignore of what to do to reset her account.	Y	CLOSED
2/22/2017	8:58 AM	VM	Margie from PG	412-770-7408				Y	CLOSED
2/22/2017	10:45 AM	VM	Jim Spezeletti	412-388-5805	South Hills Record			Y	CLOSED
2/22/2017	11:12 AM	VM	Dave Lowry	412-431-8006 412-215-1680	Question about fencing		Forwarded to E. Pecon		
2/22/2017	6:00 PM	OUT	Margie from PG	412-770-7408			Said she will be at the meeting on Monday.	N	CLOSED
2/22/2017	6:05 PM	OUT	Jim Spezeletti	412-388-5805		Received voicemail. Left a message.		N	CLOSED
2/24/2017	10:29 AM	VM	Fred Wolf	412-594-5573	MOU - Teamsters	Does not see any real problem with it.		Y	CLOSED
2/24/2017	10:51 PM	VM	Mike Horvath	330-782-2888	TSI - IT and Phone Services			N	CLOSED
2/24/2017	10:57 AM	VM	Irene Hess	678-355-1066	Does Bin outside Building Take Hardback	877-788-9400 - Keeps haning up.		Y	CLOSED
2/24/2017	11:15 AM	VM	Jeff George	412-396-1446 412-225-3671				Y	CLOSED
2/24/2017	12:17 PM	VM	?? From Solar City	703-915-4434	Status of Solor Permits		Sent to R. Costa	N	CLOSED
2/24/2017	2:25 PM	OUT	Jeff George	412-225-3671	Dead Trees	Received voicemail. Left a message that I understand he spoke with R. Costa today or yesterday about his tree issue and if there was a problem to give me a call.		Y	CLOSED
2/24/2017	2:30 PM	OUT	Jeff George	412-225-3671	Dead Trees	R. Costa is going to stop down again on Monday.		N	CLOSED
2/24/2017	4:00 PM	OUT	Irene Hess	678-355-1066	Paper recycling			N	CLOSED
2/28/2017	12:29 PM	VM	Mike	813-689-4693	1346 Penn Avenue - Back Taxes		Sent to Denise to inform this gentlemen that this address is not in the Borough.	N	CLOSED
2/28/2017	1:32 PM	VM	Jerimie	724-327-0160	e-Recycling		Sent to Mackewich	N	CLOSED
2/28/2017	3:51 PM	VM	Jeff George	412-225-3671				Y	CLOSED



Telephone Log Tracker for Incoming Calls/Outgoing Calls/Voicemail

Date	Time of Call	Type of Call (In/Out/VN)	Name	Phone Number	Subject	Notes	Action Items	Follow-up Needed? Y/N	Open/Closed
3/1/2017	8:17 AM	VM	Rich Bender	724-772-2555	Republic Service - Did not pick up on East Garden Road			Y	CLOSED
3/1/2017	9:54 AM	VM	Dennis Flynn	724-510-1630	Swimming Pool			Y	OPEN
3/1/2017	10:47 AM	VM	Jeff George	412-225-3671				Y	CLOSED
3/1/2017	11:00 AM	OUT	Jeff George	412-225-3671		Safety Hazard with the Trees.	Service 412-531-8733	Y	OPEN
3/1/2017	11:00 AM	OUT	Republic Waste	877-788-9400	Inquire about East Garden Road not	They are aware and will have it picked up today.		N	CLOSED
3/1/2017	11:30 AM	OUT	Rod Sabatini		Sewage Fees - 11%				
3/1/2017	1:04 PM	VM	Ed Schmidt	888-559-7797	ESI Insurance	Needs additional information. Property, Auto, equipment coverage.		Y	OPEN
3/1/2017	1:07 PM	VM	Steve Horyak	412-882-8100	First National Bank	Meeting dates.		Y	OPEN
3/2/2017	3:27 PM	VM	Patty Durenta	412-418-9387	Brentwood Resident - received a citation			Y	OPEN
3/3/2017	9:19 AM	VM	Wayne Davis	412-368-8813	IT/Electronic Needs for new Borough Building			Y	OPEN
3/3/2017	11:00 AM	OUT	Patty Durrenna	412-418-9387	Citation	Son had trailer in the driveway.	She indicated that she will send me an email petitioning Council to revise the parking of trailers.	N	CLOSED
3/3/2017	11:01 AM	VM	Tammy	724-444-1300	Dump Sights				
3/3/2017	11:09 AM	VM	NM	412-418-9387				N	CLOSED
3/3/2017	12:49 PM	VM	Charolette McGonagle	412-884-8030	2016 Taxes	Never received 2016 Real Estate Taxes		Y	OPEN
3/3/2017	2:11 PM	VM	Alan Peboy	814-532-0206	AJG Insurance			Y	OPEN
3/3/2017	3:12 PM	VM	Bill Killian	412-491-7600	Credit Unions			Y	OPEN

PUBLIC SAFETY

02/25/17 - Did some research on the Emergency Management Coordinator's responsibilities.

02/09/17 - Met with Chief Zeppuhar to review Purchase Orders and new Citizen Request Form.

02/06/17 - Met with Chief Zeppuhar to review a few issues.

PUBLIC WORKS

Refer to Monthly DPW Report

02/23/17 - Quarterly meeting with DPW Employees to discuss a few items and concerns that they had as well as ways to improve the Department.

02/22/17 - Reviewing new DPW Report Format.

02/06/16 - Prepared for and attended monthly DPW meeting with R. Mackewich and V. Alexandrov.



SAFETY COMMITTEE

02/07/16 – Prepared for and attended the Monthly Safety Committee Meeting of the Brentwood Borough Employees. (See attached meeting packet). Reviewed and edited agenda.

SANITARY SEWER/REFUSE FEE COLLECTIONS

Payer Express

02/27/17 – Discussed sewage payment issues with PNC Bank.

Resident Issue

02/22/17 – Voice messages from a resident regarding her sewage issues. Follow up on resident sewage issue.

Engineering

03/01/17 - Reviewed Streets Run Road project and its impact on sanitary sewer. Reviewed 2000 Cost Sharing Agreement. This is associated with an issue pertaining to a sewer line that is in Baldwin Borough.

SHACOG

Advisory Board Meeting

- 2018 Solid Waste Collection and Disposal Bid

5th bid. Process is being moved up. Bid opening possibly in July. Need a Resolution to participate. Needed by March 2017. Est. Savings ~ \$1 million.

- Joint Purchasing

Low participation with the surveys due to the increase with the bidding threshold requirements. However the bids are still being used by DPW . Need to increase the need on the front end.

- Rock Salt

54% of 2016-2017 has been acquired. Obligation is 80%. Fuel adjustment factor has been favorable for communities. The additional gas tax will increase the next adjustment

- Public Works Advisory Committee

Improved attendance

- Joint Bid for Street Paving



There may be some interest.

- Survey Responses/Requests for Information

Please respond.

- MS4

Any interest in SHACOG coordinate MS4 requirements. Did not appear to be any interest.

- License Plate Reader System

NOT Mandated for local communities to purchase. ~\$20,000 per vehicle. There was no interest from the committee to pursue a joint purchasing program.

- CDBG Program

CD 42 - Current

CD 43 - could still be funded. Some uncertainty.

If the continuing resolution is rolled over, there is still a 2% reduction.

2018 could see a 10% cutback or eliminated.

- Police Testing

August 12th

- Traffic Signal Cameras

M. Serakowski asked if anyone had been approached by DA and PennDOT regarding the installation of cameras mounted on traffic signals.



Review of Meetings and Priorities accomplished during the Week ending February 03, 2017

		Proposed Hours	Actual Hours
SPECIAL PROJECTS			
1 – Grants (RCAP Grant)	=	3	1.75
2. 2017 Budget	=	0	0
3 - ARLE Grant Project - Willock/Brwnsvl Rd. Signals	=	0	0
4 - Trail Committee Project	=	0	0
5 - DPW/Clerical Contract	=	0	0
7 - Sidewalk Improvement Policy/Project	=	0	0
8. 2017 Road Paving	=	0	0
9. GIS Project	=	0	0
11. New Municipal Complex	=	3	5.25
12. Video Surveillance System Project	=	0	0
13. - Sewage/Refuse Fee Collections Project	=	0	0
16.. RFP 2015-03 - Pool Repairs/Master Plan	=	0	0
17. Parking Ordinance	=	0	0
18. RT 51 Technical Advisory Committee	=	0	0
19. Organization Policy	=	0	0
21. YES Policy	=	0	0
22. Banner Policy	=	0	0
23. 2017/2018 Strategic Plan	=	0	0
OPERATIONS	=		
IN Community/Newsletter	=	0	0
Administrative Items	=	5	7.25
Civil Service	=	0	0
Code Enforcement	=	1	0
Community Affairs/Economic Development	=	0	0
CONNECT	=	0	0
EDS	=	0	0
Engineering	=	2	0
Finances	=	4	8.25
Healthcare Related	=	0	0
IT Related	=	1	2.5
Council Related (phone calls, meetings, etc.)	=	3	1.75
Council Meetings (Prep./Agendas/Attend	=	4	2
Council Packets	=	2	0.75
Manager's Report	=	2	3.25
Insurance	=	0	0
Legal	=	2	2
Library	=	0	0
Parks & Recreations	=	1	1.5
Pensions	=	0	0
Personnel	=	0	0.75
Pool	=	0	0
Professional Development	=	0	0
Public Relations	=	2	0.25
Public Safety	=	0	1
Public Works	=	0	0
Right-To-Know	=	1	0
Safety Committee Meeting	=	2	0
Sewage Related	=	1	0
SHACOG	=	0	0
School District	=	0	0
Bereavement Day	=	0	0
Personal Days /PTO/Sick Day	=	4	2
Holiday (New Years Day)	=	0	0
Totals	=	43	40.25



Review of Meetings and Priorities accomplished during the Week ending February 10, 2017

		Proposed Hours	Actual Hours
SPECIAL PROJECTS			
1 – Grants (RCAP Grant)	=	0	0
2. 2017 Budget	=	0	0
3 - ARLE Grant Project - Willock/Brwnsvl Rd. Signals	=	0	0
4 - Trail Committee Project	=	0	0
5 - DPW/Clerical Contract	=	0	0
7 - Sidewalk Improvement Policy/Project	=	0	0
8. 2017 Road Paving	=	0	0
9. GIS Project	=	0	0
11. New Municipal Complex	=	3	0.75
12. Video Surveillance System Project	=	0	0
13. - Sewage/Refuse Fee Collections Project	=	0	0
16.. RFP 2015-03 - Pool Repairs/Master Plan	=	0	0
17. Parking Ordinance	=	0	0
18. RT 51 Technical Advisory Committee	=	0	0
19. Organization Policy	=	0	0
21. YES Policy	=	0	0
22. Banner Policy	=	0	0
23. 2017/2018 Strategic Plan	=	0	0
OPERATIONS	=		
IN Community/Newsletter	=	0	2.5
Administrative Items	=	5	6.75
Civil Service	=	0	0
Code Enforcement	=	0	0
Community Affairs/Economic Development	=	0	0
CONNECT	=	0	0
EDS	=	0	0
Engineering	=	4	2
Finances	=	4	5.5
Healthcare Related	=	0	0
IT Related	=	1	3
Council Related (phone calls, meetings, etc.)	=	3	1.25
Council Meetings (Prep./Agendas/Attend	=	4	0
Council Packets	=	2	0.75
Manager's Report	=	2	3
Insurance	=	2	0
Legal	=	2	1.5
Library	=	0	0
Parks & Recreations	=	2	1.5
Pensions	=	0	0
Personnel	=	0	0.25
Pool	=	0	0
Professional Development	=	0	0
Public Relations	=	2	2.25
Public Safety	=	1	1
Public Works	=	2	2.75
Right-To-Know	=	1	0
Safety Committee Meeting	=	2	2.75
Sewage Related	=	1	0
SHACOG	=	0	2.5
School District	=	0	0
Bereavement Day	=	0	0
Personal Days /PTO/Sick Day	=	0	0
Holiday (New Years Day)	=	0	0
Totals	=	43	40



Review of Meetings and Priorities accomplished during the Week ending February 17, 2017

		Proposed Hours	Actual Hours
SPECIAL PROJECTS			
1 – Grants (RCAP Grant)	=	0	0
2. 2017 Budget	=	0	0
3 - ARLE Grant Project - Willock/Brwnsvl Rd. Signals	=	0	0
4 - Trail Committee Project	=	0	0
5 - DPW/Clerical Contract	=	0	0
7 - Sidewalk Improvement Policy/Project	=	0	0
8. 2017 Road Paving	=	0	0
9. GIS Project	=	0	0
11. New Municipal Complex	=	2	3.5
12. Video Surveillance System Project	=	0	0
13. - Sewage/Refuse Fee Collections Project	=	0	0
16.. RFP 2015-03 - Pool Repairs/Master Plan	=	0	0
17. Parking Ordinance	=	0	0
18. RT 51 Technical Advisory Committee	=	0	0
19. Organization Policy	=	0	0
21. YES Policy	=	0	0
22. Banner Policy	=	0	0
23. 2017/2018 Strategic Plan	=	0	0
OPERATIONS	=		
IN Community/Newsletter	=	0	1.25
Administrative Items	=	5	4.25
Civil Service	=	0	0
Code Enforcement	=	0	0
Community Affairs/Economic Development	=	0	0
CONNECT	=	0	0
EDS	=	0	0
Engineering	=	0	0.5
Finances	=	1	2.75
Healthcare Related	=	0	0
IT Related	=	1	0
Council Related (phone calls, meetings, etc.)	=	3	0.75
Council Meetings (Prep./Agendas/Attend	=	8	0
Council Packets	=	1	0
Manager's Report	=	1	0
Insurance	=	1	0
Legal	=	0	2.75
Library	=	0	0
Parks & Recreations	=	1	0
Pensions	=	0	0
Personnel	=	0	1
Pool	=	0	0
Professional Development	=	24	30
Public Relations	=	1	1
Public Safety	=	1	0
Public Works	=	0	0
Right-To-Know	=	0	0
Safety Committee Meeting	=	0	0
Sewage Related	=	0	1.75
SHACOG	=	0	0
School District	=	0	0
Bereavement Day	=	0	0
Personal Days /PTO/Sick Day	=	0	0
Holiday (New Years Day)	=	0	0
Totals	=	50	49.5



Review of Meetings and Priorities accomplished during the Week ending February 24, 2017

		Proposed Hours	Actual Hours
SPECIAL PROJECTS			
1 – Grants (LGA Grant)	=	2	1
2. 2017 Budget	=	0	0
3 - ARLE Grant Project - Willock/Brwnsvl Rd. Signals	=	0	0
4 - Trail Committee Project	=	0	0
5 - DPW/Clerical Contract	=	0	0
7 - Sidewalk Improvement Policy/Project	=	0	0
8. 2017 Road Paving	=	0	0
9. GIS Project	=	2	1
11. New Municipal Complex	=	3	5
12. Video Surveillance System Project	=	0	0
13. - Sewage/Refuse Fee Collections Project	=	0	0
16.. RFP 2015-03 - Pool Repairs/Master Plan	=	2	0
17. Parking Ordinance	=	0	0
18. RT 51 Technical Advisory Committee	=	0	0
19. Organization Policy	=	0	0
21. YES Policy	=	0	0
22. Banner Policy	=	0	0
23. 2017/2018 Strategic Plan	=	0	0
OPERATIONS	=		
IN Community/Newsletter	=	3	3.5
Administrative Items	=	6	7
Civil Service	=	0	0
Code Enforcement	=	0	0
Community Affairs/Economic Development	=	0	0
CONNECT	=	0	0
EDS	=	0	0
Engineering	=	0	1.5
Finances	=	2	1
Healthcare Related	=	0	0
IT Related	=	1	0.25
Council Related (phone calls, meetings, etc.)	=	3	1.75
Council Meetings (Prep./Agendas/Attend	=	8	8.25
Council Packets	=	1	0.5
Manager's Report	=	1	1.75
Insurance	=	1	0
Legal	=	3	4.25
Library	=	0	0
Parks & Recreations	=	1	0.75
Pensions	=	0	0
Personnel	=	0	0
Pool	=	0	0
Professional Development	=	0	0
Public Relations	=	2	1
Public Safety	=	1	0
Public Works	=	2	2.75
Right-To-Know	=	0	0
Safety Committee Meeting	=	0	0
Sewage Related	=	1	1.25
SHACOG	=	0	0
School District	=	0	0
Bereavement Day	=	0	0
Personal Days /PTO/Sick Day	=	0	0
Holiday (New Years Day)	=	0	0
Totals	=	45	42.5



Review of Meetings and Priorities accomplished during the Week ending March 03, 2017

		Proposed Hours	Actual Hours
SPECIAL PROJECTS			
1 – Grants (GEDF Grant)	=	1	0.5
2. 2017 Budget	=	0	0
3 - ARLE Grant Project - Willock/Brwnsvl Rd. Signals	=	0	0
4 - Trail Committee Project	=	0	0
5 - DPW/Clerical Contract	=	0	0
7 - Sidewalk Improvement Policy/Project	=	0	0
8. 2017 Road Paving	=	0	0
9. GIS Project	=	0	0
11. New Municipal Complex	=	2	1.75
12. Video Surveillance System Project	=	0	0
13. - Sewage/Refuse Fee Collections Project	=	0	0
16.. RFP 2015-03 - Pool Repairs/Master Plan	=	2	1.75
17. Parking Ordinance	=	0	0
18. RT 51 Technical Advisory Committee	=	0	0
19. Organization Policy	=	0	0
21. YES Policy	=	0	0
22. Banner Policy	=	0	0
23. 2017/2018 Strategic Plan	=	0	0
OPERATIONS	=		
IN Community/Newsletter	=	3	0
Administrative Items	=	6	6
Civil Service	=	0	0
Code Enforcement	=	0	0
Community Affairs/Economic Development	=	2.5	2.5
CONNECT	=	0	0
EDS	=	0	0
Engineering	=	10	12.75
Finances	=	3	2.75
Healthcare Related	=	0	0
IT Related	=	1	0.75
Council Related (phone calls, meetings, etc.)	=	3	3.25
Council Meetings (Prep./Agendas/Attend	=	6	5.75
Council Packets	=	1	0
Manager's Report	=	1	1.25
Insurance	=	0	0
Legal	=	1	0
Library	=	0	0
Parks & Recreations	=	1	0.75
Pensions	=	0	0
Personnel	=	0	0
Pool	=	0	0
Professional Development	=	0	0
Public Relations	=	1	0.75
Public Safety	=	1	0.5
Public Works	=	0	0
Right-To-Know	=	0	0
Safety Committee Meeting	=	0	0
Sewage Related	=	1	1.5
SHACOG	=	0	0
School District	=	0	0
Bereavement Day	=	0	0
Personal Days /PTO/Sick Day	=	0	0
Holiday (New Years Day)	=	0	0
Totals	=	46.5	42.5



MEETINGS SCHEDULED FOR WEEK ENDING 03/10/17

February 01, 2017

10:00 AM – 11:00 AM MTG/Parks & Recreation Monthly Department Meeting
11:00 AM – 1:00 PM MTG/Code Department Meeting with Solicitor

January 30, 2017

5:00 PM – 6:30 PM MTG/Borough Building Committee

January 31, 2017

7:00 PM – 8:30 PM MTG/Joint School Board/Council Meeting

February 01, 2017

10:00 AM – 11:00 AM MTG/Parks & Recreation Monthly Department Meeting
11:00 AM – 1:00 PM MTG/Code Department Meeting with Solicitor

February 02, 2017

2 Hours – PTO – OUT OF OFFICE

February 03, 2017

9:10 AM – 10:00 AM MTG/Monthly Staff Meeting

February 06, 2017

2:00 PM – 4:00 PM MTG/DPW Monthly Department Meeting

February 07, 2017

11:30 AM – 12:30 PM MTG/Monthly Safety Committee Meeting
2:00 PM – 3:00 PM MTG/with Mac McIlrath RE. Insurance Renewal

February 08, 2017

12:00 PM – 1:30 PM MTG/SHACOG Advisory Board Meeting
2:00 PM – 4:00 PM MTG/Engineering Monthly Department Meeting



February 13, 2017

9:30 AM – 10:30 AM	MTG/SEWAGE with ALCOCAN
11:00 AM – 11:30 AM	MTG/with former employee RE. Taxes
11:30 AM – 12:30 PM	MTG/Finance Department Monthly Meeting
5:00 PM – 6:00 PM	MTG/Borough Building Committee Weekly Meeting

February 15, 2017

10:00 AM – 11:00 AM	MTG/Sewage Department Monthly Meeting
12:00 PM – 8:00 PM	PROF DEVL/ APMM Executive Leadership

February 16, 2017

8:00 AM – 8:00 PM	PROF DEVL/ APMM Executive Leadership
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February 17, 2017

8:00 AM – 3:00 PM	PROF DEVL/ APMM Executive Leadership
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February 20, 2017

2:00 PM – 3:00 PM	CONF CALL/with Solicitor RE. Police Matters
5:00 PM – 6:30 PM	MTG/Borough Building Committee
6:30 PM – 7:30 PM	MTG/Council Executive Session
7:30 PM – 10:00 PM	MTG/Council Regular Meeting

February 23, 2017

2:30 PM – 3:30 PM	MTG/with DPW Personnel
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If you have any questions or comments or would like additional information, please do not hesitate to give me a call.

Very truly yours,

BRENTWOOD BOROUGH



George Zboyovsky, PE
Borough Manager

cc: D. Troy – Mayor via Email
A. Zeppuhar – Chief
Staff





BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 8.a.

SUBJECT: 2017 Banner Community

DATE: March 20, 2017



**BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 8.b.**

SUBJECT: LGA Intern Grant Award

DATE: March 20, 2017



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 9.a.

SUBJECT: 2018/2019 Multi Modal Grant

DATE: March 20, 2017

PRESENTED MR. DENNIS TROY
BY: MAYOR

SUMMARY:

Overview

The Multimodal Transportation Fund provides grants to encourage economic development and ensure that a safe and reliable system of transportation is available to the residents of the commonwealth.

Applications will be received between March 1st and July 31st of each year. All applications and all required supplemental information must be electronically submitted by close of business on July 31st for hopeful consideration at the November CFA board meeting. The required, complete two (2) hard copies of the application must be postmarked no later than July 31st.

Uses

Funds may be used for the development, rehabilitation and enhancement of transportation assets to existing communities, streetscape, lighting, sidewalk enhancement, pedestrian safety, connectivity of transportation assets and transit-oriented development.

Funding

Grants are available for projects with a total cost of \$100,000 or more. Grants shall not exceed \$3,000,000 for any project.

BUDGET IMPACT:

A. Matching Funds Requirement Financial assistance under the Multimodal Transportation Fund shall be matched by local funding in an amount not less than 30% of the non-federal share of the project costs. Matching funds from a county or municipality, shall only consist of cash contributions provided by one or more counties or municipalities. Liquid fuels tax, Act 13 impact fees, and other statutorily allocated fees/taxes paid directly to a county or municipality may be used as a local match. Matching funds from a government council, business, economic development organization, or other public transportation agency shall only consist of cash contributions or cash equivalents for the appraised value of the real estate necessary to construct an eligible project. If using the value of real estate as a cash equivalent, an appraisal not older than one year is required and must be provided with the application submission.

STRATEGIC GOALS APPLIED:

Strategic Goal 1: Improve Brentwood Borough's "Reputation".

Strategic Goal 6: Address Poor Business District Structures/Lack of Property Maintenance

Strategic Goal 10: Improve Conditions of Infrastructure.

ATTACHMENTS:

Description

MultimodalTransportationFund_Guidelines2017

Upload Date

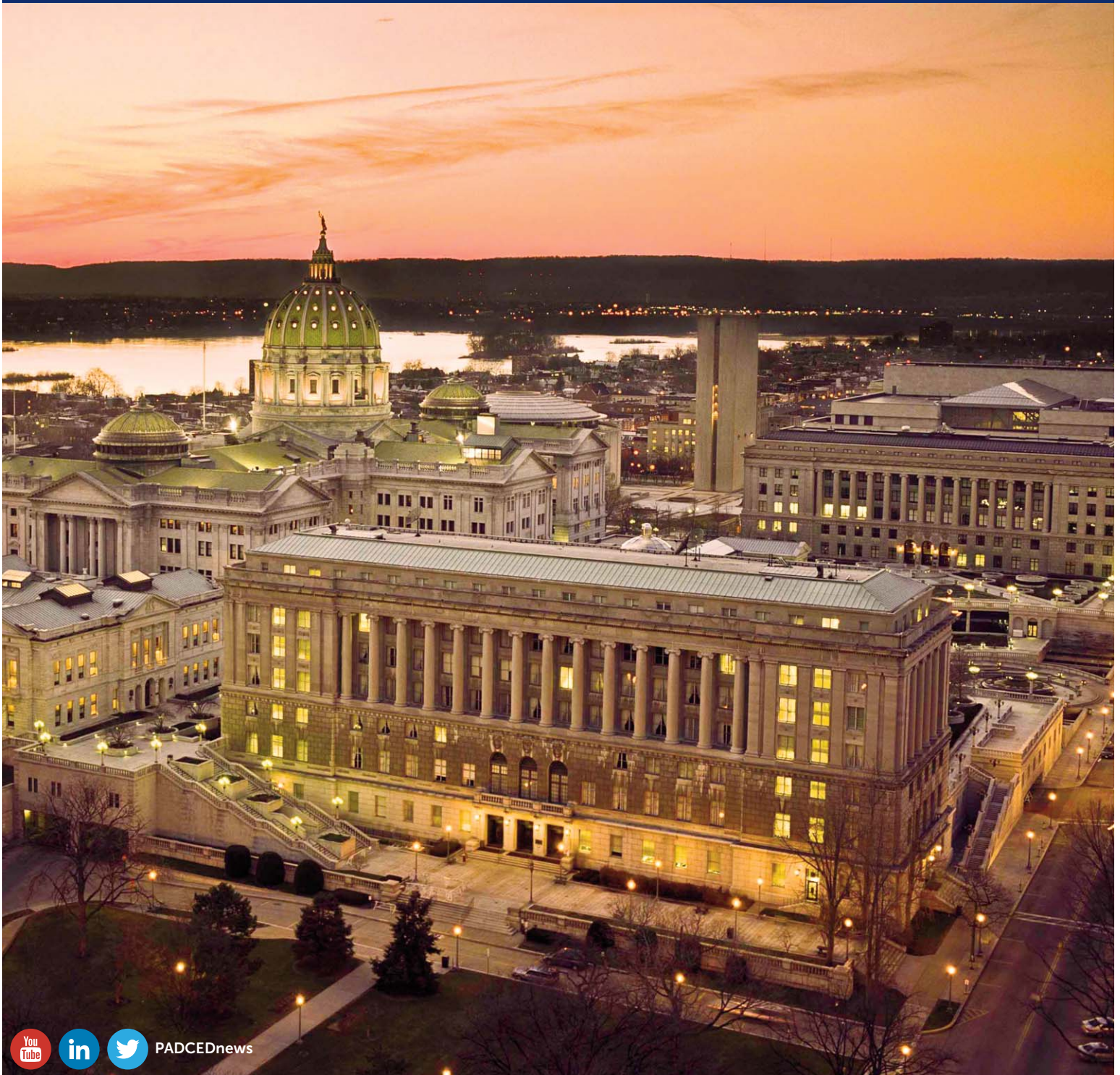
3/18/2017

Type

Cover Memo

MULTIMODAL TRANSPORTATION FUND (MTF) PROGRAM

Program Guidelines | February 2017



PADCEDnews

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Section I – Statement of Purpose

The Multimodal Transportation Fund (the “program”) provides grants to encourage economic development and ensure that a safe and reliable system of transportation is available to the residents of this commonwealth.

The program is intended to provide financial assistance to municipalities, councils of governments, businesses, economic development organizations, public transportation agencies and rail and freight ports in order to improve transportation assets that enhance communities, pedestrian safety and transit revitalization. The program will be jointly administered by the Department of Community and Economic Development ("DCED") and the Department of Transportation ("PennDOT"), under the direction of the Commonwealth Financing Authority ("CFA").

Section II – Eligibility

A. Eligible Applicants

Eligible Multimodal Transportation Fund projects, which commence construction after the approval date, must be owned and maintained by an eligible applicant, except in the case of a state-owned highway.

1. **Municipality** – Any county, city, borough, school district, incorporated town, township or home rule municipality or an authority of a municipality.
2. **Councils of Governments** – An entity organized by units of local government under an intergovernmental agreement, which provides cooperative planning, coordination and technical assistance to its member governments on issues of mutual concern that cross jurisdictional lines, and which does not act under the direction and control of any single member government.
3. **Business** – A corporation, partnership, sole proprietorship, limited liability company, business trust, privately owned airports (must be open to the public), or other commercial entity approved by the Commonwealth Financing Authority. The term shall also include not-for-profit entities.
4. **An Economic Development Organization** – A nonprofit corporation or association whose purpose is the enhancement of economic conditions in their community.
5. **Public Transportation Agency** – A public transit agency, including but not limited to an airport authority, public airport, port authority, or similar public entity, created through the laws of this commonwealth, charged with the provision of transportation services to the traveling public, that owns and maintains or is authorized to own and maintain a physical plant, including rolling stock, stations, shelters, hangars, runways, maintenance and support facilities.
6. **Ports - Rail / Freight** – Railroad owner, railroad lessee/operator, railroad user and port terminal operators.

B. Eligible Projects

1. A project which coordinates local land use with transportation assets to enhance existing communities, including but not limited to: intercity bus and rail service improvement, bus stops, transportation centers, park and ride facilities, rail freight sidings, land acquisition for eligible airport development, land interests required for air approach and clear zone purpose, sidewalk/crosswalk safety improvements, bicycle lanes/route designation, in-fill development by assisting with traffic impact mitigation, develop local highways, highway noise and sound barriers, and bridges which will benefit state system and local economic development, greenways, etc.
2. A project related to streetscape, lighting, sidewalk enhancement and pedestrian safety, including but not limited to: sidewalk connections, crosswalks, pedestrian and traffic signals, pedestrian signs, and lighting. Streetscape amenities, such as permanently affixed benches, planters or trashcans and trees, shrubs or mulch, may not exceed 10% of the total project cost.
3. A project improving connectivity or utilization of existing transportation assets, including but not limited to: coordinated transit services; bicycle/shared lane markings or bicycle parking at transit stops; improved signage; rail freight sidings; track rehabilitation or upgrades; obstruction removal to protect airport critical airspace; airport perimeter fencing; airport wildlife hazard assessments; development and improvement to airport facilities, such as runways, taxiways, aprons, lighting, public areas of terminal buildings, other building structures for airport operational use, access roads, and airport navigational facilities; development or improvement to an integrated transportation corridor in order to improve the productivity, efficiency and security of goods movement to and from PA ports; improvement to facilities and operations of ports, which may include maintenance dredging berths, last mile access, rail-on dock, pipelines to a port, vessel conversions or repowering from fossil fuels to natural gas; etc.
4. A project related to transportation aspects of transit-oriented development, which consists of development concentrated around and oriented to transit stations in a manner that promotes transit riding or passenger rail use. The term does not refer to a single real estate project, but represents a collection of projects, usually mixed use, at a neighborhood scale that are oriented to a transit node. Projects may include, but are not limited to: relocation of transit routes to serve densely populated areas, transit shelters, pedestrian improvements to/from transit stops, rail station development, etc.

C. Eligible Costs

1. Funds may be used for the eligible types of projects identified in Section B above to include:
 - a. Acquisition of land and buildings, rights of way and easements
 - b. Construction activities
 - c. Fixed equipment
 - d. The clearing and preparation of land
 - e. Demolition of structures directly related to the eligible transportation project
 - f. Environmental site assessment and environmental studies
 - g. No more than 10% of the grant award for engineering, design and inspection costs related to a construction project
 - h. Preliminary engineering design related to an eligible project where construction is subsequent phase.
 - i. Settlement costs and appraisals for acquisition projects

- j. Administrative costs of the applicant necessary to administer the grant. Administrative costs can include advertising and legal costs, as well as documented staff expenses. Administrative costs shall not exceed 2% of the grant award and any amount over 2% cannot be included as match for this program.
- k. Noise or sound barriers.
- l. Project contingencies associated with construction and/or infrastructure costs are limited to 5% of those actual costs. No other contingencies shall be included as eligible project costs.

Ineligible project costs include, but are not limited to: fees for securing other financing, interest on borrowed funds, refinancing of existing debt, lobbying, fines, application preparation fees, security cameras (except for those located in a transit center, such as a bus or train station,) parking lots or garages not associated with the development or expansion of transportation related assets such as rail stations, transit centers or airports, reparations and costs incurred prior to the approval of CFA funding.

Section III – Program Requirements

A. Matching Funds Requirement

Financial assistance under the Multimodal Transportation Fund shall be matched by local funding in an amount not less than 30% of the non-federal share of the project costs. Matching funds from a county or municipality, shall only consist of cash contributions provided by one or more counties or municipalities. Liquid fuels tax, Act 13 impact fees, and other statutorily allocated fees/taxes paid directly to a county or municipality may be used as a local match. Matching funds from a government council, business, economic development organization, or other public transportation agency shall only consist of cash contributions or cash equivalents for the appraised value of the real estate necessary to construct an eligible project. If using the value of real estate as a cash equivalent, an appraisal not older than one year is required and must be provided with the application submission (Appendix I, Exhibit 11.)

B. Other Requirements

1. Conflict of Interest Provision

An officer, director, or employee of an applicant who is a party to or has a private interest in a project shall disclose the nature and extent of the interest to the governing body of the applicant, and may not vote on action of the applicant concerning the project, nor participate in the deliberations of the applicant concerning the project.

2. Nondiscrimination

No assistance is awarded to an applicant under this program unless the applicant certifies to the CFA that the applicant shall not discriminate against any employee or against any person seeking employment because of race, color, religious creed, ancestry, age, sex, national origin, handicap or disability. All contracts for work to be paid with program assistance must contain the commonwealth's official nondiscrimination clause.

3. Project Records

The applicant must maintain full and accurate records with respect to the project and must ensure adequate control over related parties in the project. The CFA requires access to such records, as well as the ability to inspect all work, invoices, materials, and other relevant records at reasonable times and places. Upon request of the CFA, the applicant must furnish all data, reports, contracts, documents, and other information relevant to the project.

4. Pennsylvania Prevailing Wage Act

All or a portion of the construction work associated with the project may be subject to the Pennsylvania Prevailing Wage Act, as determined by the Pennsylvania Department of Labor & Industry. It is the responsibility of the funding recipient to ensure that the Pennsylvania Prevailing Wage Act is followed if applicable.

5. Proof of Notification

The applicant must provide proof that the county and host municipality or municipalities have been notified about the intended project.

6. Certification of Expenses

In lieu of a formal project audit and prior to final closeout of the grant agreement, the applicant shall be required to complete a Multimodal Transportation Fund Grant Closeout Report and submit copies of all canceled checks verifying the expenditure of the Multimodal Transportation Fund proceeds. Bank statements may also be submitted if electronic payment of the expenditure occurred.

7. Bidding Requirements

Applicants must comply with all applicable federal, state, and local laws and regulations dealing with bidding and procurement.

8. Guideline Provisions

The Multimodal Transportation Fund guidelines may be modified or waived by the CFA unless otherwise required by law.

Section IV – Grants

1. Grants are available for projects with a total cost of \$100,000 or more.
2. Grant requests shall not exceed \$3,000,000 for any project. The CFA will consider grant requests over \$3,000,000 for projects that will significantly impact the CFA's goal to leverage private investment and create jobs in the commonwealth.
3. In order to be eligible for a Multimodal Transportation Fund grant, all other funding must be committed for the proposed project by the application deadline (Appendix I, Exhibit 4.)
4. Commencement of work prior to receiving CFA approval will result in the project being ineligible for funding consideration.
5. To be eligible for reimbursement, project costs must be incurred within the time frame established by the grant agreement.

Section V – Application Process

A. Application Procedures

1. To apply for funding, the applicant must submit the on-line Department of Community and Economic Development Electronic Single Application for Assistance located at www.esa.dced.state.pa.us. Required supplemental information outlined in Appendix I of these guidelines must be attached electronically to the application as directed on the Addenda tab. For technical inquiries regarding the submission of the on-line application, contact the Customer Service Center at (800) 379-7448 or (717) 787-3405. Once submitted, please print two (2) copies of the application, including the required supplemental information, and mail to:

PA Department of Community and Economic Development
Center for Business Financing – Grants Division
Multimodal Transportation Fund
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, PA 17120-0225

Please reference the application ID number on any documents mailed.

2. Applications will be received between March 1st and July 31st of each year. All applications and required supplemental information must be electronically submitted by close of business on July 31st.
3. The CFA charges a \$100 non-refundable application fee for the submission of Multimodal Transportation Fund applications. The application fee is due at the time of application submission and is payable to the *Commonwealth Financing Authority*.

B. Application Evaluation

All applications for financial assistance will be reviewed by the DCED and PennDOT under the direction of the CFA to determine eligibility and competitiveness of the proposed project. Projects will be evaluated using the appropriate criteria from the following list of evaluation criteria for the various types of eligible projects:

1. The economic conditions of the region where the project is located.
2. Consistency with local, regional and statewide planning.
3. Benefits to a transportation system by mitigating a public safety issue.
4. The technical and financial feasibility of the project. Applicants must show that all financial commitments are in place to achieve the project goals and ensure the project will be fully completed with the use of these funds.
5. The level of non-CFA matching investment in the project. Increased consideration will be given to those projects that exceed the matching funds requirement.
6. Increased consideration will be given for the number and quality of the permanent jobs to be created or preserved in Pennsylvania by an identified business as part of the project.
7. Regional nature of the project.
8. The capital efficiency of the project.

9. Project readiness.
10. Financial need of the project.
11. Energy efficiency.
12. Operational sustainability.
13. Multimodal in nature, supporting the connectivity, integration or revitalization of at least two different means of transportation.

Section VI – Procedures for Accessing Funds

Following approval of an application by the CFA, a grant agreement and commitment letter will be issued by the CFA to the applicant explaining the terms and conditions of the grant. The grant agreement and commitment letter must be signed and returned to the CFA within 45 days of the date of the commitment letter or the offer may be withdrawn by the CFA.

One fully-executed copy of the grant agreement will be returned to the applicant with a payment request form and instructions for requesting payment. **The applicant shall obtain the services of a professional engineer or architect licensed in Pennsylvania, who will certify to the CFA during construction and upon completion of the project that the expenses were incurred and were in accordance with plans approved by the CFA.** The CFA will release funds to the applicant at not less than 30-day intervals.

Section VII – Program Inquiries

Program inquiries should be directed to:

PA Department of Community and Economic Development
Center for Business Financing – Grants Division
Multimodal Transportation Fund
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, PA 17120-0225

Telephone (717) 787-6245
Fax (717) 787-9154
e-mail: ra-dcedsitedvpt@pa.gov

Appendix I – Supplemental Information

In addition to completing the Department of Community and Economic Development Single Application for Assistance, please include the following items when applying for a grant under Multimodal Transportation Fund:

- Exhibit 1** Provide a clear and concise description of the project which discusses all of the following:
 - (a) the specific location of the project site and the specific development proposed for the project site;
 - (b) whether the project is consistent with an existing county or local comprehensive plan;
 - (c) whether the project will result in a substantiated positive economic development impact;
 - (d) the historical use of land served by the project;
 - (e) the estimated start and end dates of construction;
 - (f) the names of the municipalities that will participate in and benefit from the project;
 - (g) a description of the facilities in the area to be served by the project.
- Exhibit 2** A thorough and detailed estimate for the total project cost. The estimate must be prepared by an engineer or other qualified professional and should be accompanied where appropriate by copies of the signed bid/quotations, contractor estimates, sales agreements or other documentation that verify project cost estimates.
- Exhibit 3** Preliminary construction drawings showing project details.
- Exhibit 4** Funding commitment letters from all other project funding sources (including equity commitments). Funding commitments for the entire project should include the term, rate, and collateral conditions and must be signed and dated.
- Exhibit 5** A color-coded map detailing the location of the proposed project.
- Exhibit 6** The most recent audited financial statements of the applicant. Financial statement should include balance sheets, income statements, and notes to financials.
- Exhibit 7** If applicable, a letter from the property owner giving applicant consent for the project.
- Exhibit 8** A list of all state, federal, and local planning and permit approvals required for the project.
- Exhibit 9** A letter from the appropriate planning agency certifying that the proposed project is in compliance with the comprehensive land use plans.
- Exhibit 10** For acquisition projects, provide a copy of the sales agreement or easement accompanied by an appraisal prepared by either a Member, Appraisers Institute (MAI) formerly Institute of Real Estate Appraisers or a PA State Certified Appraiser.
- Exhibit 11** For real estate cash equivalents, provide a copy of a recent (not more than one year old) appraisal prepared by either a Member, Appraisers Institute (MAI) formerly Institute of Real Estate Appraisers or a PA State Certified Appraiser.
- Exhibit 12** For all applicants, provide copies of notifications provided to county and municipal governing bodies advising them of the proposed project.
- Exhibit 13** For Public Transportation Agencies who are using grant funds for acquisition, provide copies of written consent from the county and municipality in which the land is situated.
- Exhibit 14** For public sector applicants, provide a resolution duly adopted by the applicant's governing board formally requesting the grant, designating an official to execute all documents, describing briefly the project scope, and identifying the grant amount. (See Appendix II for a Sample Resolution).

Appendix II – Authorized Official Resolution

Be it RESOLVED, that the _____ (Name of Applicant) of _____ (Name of County) hereby request a Multimodal Transportation Fund grant of \$ _____ from the Commonwealth Financing Authority to be used for _____.

Be it FURTHER RESOLVED, that the Applicant does hereby designate _____ (Name and Title) and _____ (Name and Title) as the official(s) to execute all documents and agreements between the _____ (Name of Applicant) and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, _____, duly qualified Secretary of the _____ (Name of Applicant), _____ (Name of County) _____, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the _____ (Governing Body) at a regular meeting held _____ (Date) and said Resolution has been recorded in the Minutes of the _____ (Applicant) and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the _____ (Applicant),
this ____ day of ____, 20__.

Name of Applicant

County

Secretary



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 10.a.
ACTION ITEM

SUBJECT: Consider approving the minutes from the February 20th and February 27th Council Meetings [ACTION ITEM].

DATE: March 20, 2017

**PRESENTED BY: MR. ERIC PECCON
ASSISTANT BOROUGH MANAGER**

SUMMARY:

Minutes are the official record of actions taken during the meeting, including motions made, who proposed and seconded them, and if they passed, failed or were tabled and the margin for each vote. Although the Borough does try to record some of the discussions that occur during a meeting, members should realize that meeting minutes are not a “transcribed verbatim” record and typically best meeting minute practices are those that limit the meeting minutes only to official actions/votes. It is not required to record any discussion on any issue.

BUDGET IMPACT:

N/A

RECOMMENDATION:

Approve meeting minutes as presented.

ATTACHMENTS:

Description

2-20-17 Agenda Meeting Minutes

2-27-17 Regular Meeting Minutes

Upload Date

3/14/2017

3/14/2017

Type

Cover Memo

Cover Memo

BOROUGH OF BRENTWOOD
AGENDA
February 20, 2017 - AGENDA MEETING MINUTES
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.

EXECUTIVE SESSION: 6:30 PM

1. Call to Order.

Called to order at 7:37PM.

2. Pledge of Allegiance.

3. Roll Call.

Member	Present	Absent	Member	Present	Absent
Mr. Carnevale	X		Ms. Fox	X	
Mr. Schubert	X		Mr. Frombach	X	
Mr. Doyle	X		Mr. Smith	X	
Dr. Pasquantonio	X		Mayor Troy	X	
Solicitor	X		Manager Zboyovsky	X	

4. Presentation

a. 2016 Energy Audit Presentation - Richard Phelps

Mr. Phelps indicated that the total amount of savings realized by this initiative in calendar year 2016 was higher than those received during the prior year. A notable increase was seen in electricity usage at the civic center, but this jump is attributable to a significant rise in facility usage. Since this program was inaugurated eight years ago, the Borough has saved \$104,000 from its baseline consumption.

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

None.

6. Communications.

None.

7. Department and Borough Managers Reports:

- 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 January 31, 2017 as presented.

Mr. Carnevale asked to meet with Manager Zboyovsky to discuss the Pension Fund report.

Motion By: AJ Doyle

Second By: Stephanie Fox

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

8. President's Report – Mr. John Frombach

Mr. Frombach reported that he presented a proclamation to Robert Burke, the recipient of the Brentwood VFW's "Man of the Year" Award.

9. Mayor's Report – Mr. Dennis Troy

Mayor Troy announced that a public meeting will be held on March 8th at 730PM to discuss the proposed parking ordinance with residents of Brentwood, Pyramid, and Glendale Avenues.

- a. Mayor Proclamation Declaring the Week of March 5, 2017 as Multiple Sclerosis Awareness Week
- b. Mayor Proclamation Committing the Borough to Plant a Tree in Memory of Peter J. Niederberger This Earth Day

10. Administrative and Finance Committee – Mr. Harold Smith

- a. Consider approving the minutes from the January 16th and January 23rd Council Meetings [ACTION ITEM].

Mr. President, I move to approve the minutes from the January 16th and January 23rd Council Meetings.

Motion By: Harold Smith

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

- b. Consider Accepting the Treasurer's Report for the Period Ending January 31, 2017 [ACTION ITEM]

Mr. President, I move to accept the Treasurer's Report for the Period Ending January 31, 2017.

Motion By: Harold Smith

Second By: Rich Schubert

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

- c. Consider ratifying the payment of bills from January 1 to January 31, 2017. [ACTION ITEM]

Mr. President, I move the Borough ratify the payment of bills from January 1 to January 31, 2017 for the following:

- 1. General Fund in the amount of \$619,130.14***
- 2. Sanitary Sewer Fund in the amount of \$482,237.04***
- 3. Capital Improvement Fund in the amount of \$45,244.38***
- 4. Liquid Fuels Fund in the amount of \$0.00***
- 5. Non-Uniform Pension Fund in the amount of \$194,704.31***
- 6. Police Pension Fund in the amount of \$30,879.00***

Mr. Carnevale asked if there are still outstanding legal bills for the former solicitor. Manager Zboyovsky replied that the December invoice has not yet been received.

Motion By: Harold Smith

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

- d. Consider approving the agreement with Cohen & Grigsby to provide special legal services associated with the litigation filed under Allegheny County General Docket No. 16-016171 [ACTION ITEM].

Mr. President, I move to approve the agreement with Cohen & Grigsby to provide special legal services associated with the litigation filed under Allegheny County General Docket No. 16-016171 to be paid from the Capital Improvement Fund Line Item 18-454-611 Phase III Construction.

Motion By: Harold Smith

Second By: Stephanie Fox

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

11. Public Works Committee – Mr. AJ Doyle

Mr. Doyle indicated that the deadline for application to the military banner program has passed. Just over 100 banners were sold.

- a. Consider Resolution No. 2017-16: Authorizing the Borough of Brentwood to Submit Application for Traffic Signal Approval to the Pennsylvania Department of Transportation [ACTION ITEM]

Consider Resolution No. 2017-16: Authorizing the Borough of Brentwood to Submit Application for Traffic Signal Approval to the Pennsylvania Department of Transportation

Mr. Carnevale asked for clarification regarding the intent of the resolution. Mr. Doyle responded that this document formalizes the permit for the upgraded traffic signal at the intersection of Brownsville Road and Willock Road.

Motion By: AJ Doyle

Second By: Harold Smith

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

- b. Consider approving the Work Authorization from Gateway Engineers Associated with Borough of Brentwood Flow Isolation Study Project in the Amount of \$35,000 to be paid from the Sanitary Sewer Fund Line Item 08-429-313 - Engineering Services [ACTION ITEM]

Mr. President, I move the Borough approve Work Authorization from Gateway Engineers Associated with Borough of Brentwood Flow Isolation Study Project in the Amount of \$35,000 to be paid from the Sanitary Sewer Fund Line Item 08-429-313 - Engineering Services.

Mr. Carnevale asked for clarification regarding this purpose of this work authorization. Manager Zboyovsky stated that the sanitary sewer system consent degree requires this type of data collection to determine the most prominent points of groundwater infiltration.

Motion By: AJ Doyle

Second By: Harold Smith

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

12. Zoning and Ordinance Committee – Ms. Stephanie Fox

- a. FYI- Public hearing for a conditional use permit to be held on February 27th.
FYI- Mr. President, a public hearing will be held on February 27th at 7PM to review a request for a conditional use permit to operate a nail salon at 330 Marylea Avenue.
- b. Consider adopting Resolution 2017-17, reappointing Charles Kannair to the Rental Board of Appeal [ACTION ITEM].
Mr. President, I move to adopt Resolution No. 2017-17, reappointing Charles Kannair to a four-year term as an alternate member of the Rental Property Board of Appeal.

Motion By: Stephanie Fox

Second By: Harold Smith

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

- c. Consider adopting Resolution 2017-18, approving the inter-municipal liquor license transfer for 3601 Saw Mill Run Boulevard [ACTION ITEM].
Mr. President, I move to adopt Resolution No. 2017-18, approving the inter-municipal liquor license transfer for the Get Go store at 3601 Saw Mill Run Boulevard.

Mr. Doyle expressed concern regarding the proliferation of liquor licenses in the Borough.

Mr. Schubert asked for clarification for how the alterations to the Liquor Code will impact restaurant licensing. Paul Namey, legal counsel for liquor license applicant Giant Eagle, stated that the number of available licenses is stagnant. However, the state is using other avenues, such as a public auction of expired licenses, to increase license circulation.

Motion By: Stephanie Fox

Second By: Robert Pasquantonio

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

- d. Consider approving the revised Brentwood Park site plan. [ACTION ITEM]
Mr. President, on the recommendation of the Planning Commission and Borough Engineer, I move the Borough the revised Brentwood Park Site plan.

Mr. Carnevale asked for clarification regarding the purpose of this motion. Manager Zboyovsky stated that this change is necessary to correct a surveying error that occurred during development of the park site plan. An amended plan must be recorded with Allegheny County that shows the proper lot boundaries.

Motion By: Stephanie Fox

Second By: Harold Smith

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

- e. FYI - Zoning and Ordinance Committee Meeting

Mr. President, I'd like call a Zoning and Ordinance Committee for Monday, March 13, 2017 at 6:00 PM to discuss some outstanding items.

13. Parks and Recreation Committee – Mr. Rich Schubert

Mr. Carnevale asked for the status regarding remediation of flooding on the athletic fields. Rec Director Attanucci stated that a preliminary quote of \$8,000 had been received for necessary grading and drainage improvements.

- a. Consider authorizing the purchase of ball field mix from New Enterprise Stone & Lime Co. in the amount of \$9,321.60 to be paid from the Capital Improvement Fund Line Item 18-454-700. [ACTION ITEM]

Mr. President, I move the Borough authorize the purchase of ball field mix from New Enterprise Stone & Lime Co. in the amount of \$9,321.60 to be paid from the Capital Improvement Fund Line Item 18-454-700.

Mr. Schubert explained that this motion pertains to the proposed improvements to Field #4. A portion of the costs are offset by a Pirates Foundation grant. Rec Director Attanucci stated that the total Borough expense will amount to \$12,000. Council allocated \$20,000 for this project in the 2017 budget.

Motion By: Rich Schubert

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

- b. Consider contracting with Athletic Fields Pro for the work on Kaiser Field in the amount of \$8,140.24 to be paid from the Capital Improvement Fund Line Item 18-454-700. [ACTION ITEM]

Mr. President, I move the Borough accept the proposal from Athletic Fields Pro for the

work on Kaiser Field in the amount of \$8,140.24 to be paid from the Capital Improvement Fund Line Item 18-454-700.

Motion By: Rich Schubert

Second By: Stephanie Fox

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion "

- c. Consider Adopting Resolution No. 2017-19, Revisions to Facility Rental Policy [DISCUSSION AND/OR ACTION]

Mr. Schubert recommended closing the pool on July 4th due to extremely low turnout. Consensus to revise the policy accordingly.

Mr. Smith questioned the proposal to not activate the dek hockey lights during the winter months. Rec Director Attanucci responded that Brentwood residents may acquire a permit to utilize the facility after dusk at no charge.

- d. Consider Resolution No. 2017-20; Agreement with Brentwood School District to Fund Brentwood Day Camp

14. Public Safety Committee – Mr. Pat Carnevale

- a. Consider selling police service dog "Duke" to former handler Officer Mulholland. [ACTION ITEM]

Mr. President, I move the Borough agree to sell Brentwood's police service dog "Duke" to former handler Officer Mulholland for the contractual amount of \$1.

Motion By: Pat Carnevale

Second By: Robert Pasquantonio

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

- b. Consider Authorizing a Surveillance Camera Registry Project [ACTION ITEM]

Mr. President, I move to authorize the Police Chief to establish a Voluntary Surveillance Camera Registry program.

Mr. Carnevale asked how the police department presently accesses security cameras. Chief Zeppuhar stated that officers currently have to approach each camera owner individually to view footage. Under this program, home and business owners could voluntarily provide log-in information to their cameras, which would increase ease of access to video.

Motion By: Pat Carnevale

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

- c. Consider entering into a contract with Crime Watch Technologies. [DISCUSSION]

Mr. Carnevale asked if this program would require additional software expenses. Chief Zeppuhar stated that the Borough would only pay an annual administrative fee. The main benefit would be to increase ease for anonymous reporting of tips. Consensus of Council to have a demonstration of the product at the upcoming regular meeting.

- d. Consider Grievance No. 13266 - [ACTION ITEM]

Mr. President, I move the Borough approve Grievance No.13266.

Motion to approve memorandum of understanding with the union to settle the grievance.

Motion By: Pat Carnevale

Second By: Stephanie Fox

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

- e. Consider Grievance No. 13271 - [ACTION ITEM]

Mr. President, I move the Borough deny Grievance No. 13266.

Motion to deny the grievance.

Motion By: Pat Carnevale

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

15. Community Affairs Committee – Dr. Robert Pasquantonio

Dr. Pasquantonio stated that the Walking Trail Committee is considering ideas for revising its proposal for this amenity.

Dr. Pasquantonio also stated that a clean-up event for the Wanley Road Hollow will be scheduled for the spring.

- a. FYI - 2017 Brentwood Community Day is scheduled for Saturday, July 1, 2017

Mr. President, it is not too early to mention a Save the Date for Brentwood's Community Day. It is scheduled for Saturday, July 1, 2017. A great way to kick off the Borough's 4th of July Activities. I am told that this year will be bigger and better than last year's event.

16. Special Committees

Mr. Doyle announced that a limited quantity of tickets are remaining for the annual July 4th Committee "Night at the Races." Event will take place on February 24th.

Mr. Carnevale reported that he attended the SHACOG meeting. Member communities have not yet purchased their contractually obligated quantities of rock salt.

17. Old Business

- a. Consider declining the proposal from Brandon Renzi to purchase property located at 3614 Brownsville Road (aka The Artman Building). [ACTION ITEM]

Mr. President, I move that the Borough decline the proposal from Brandon Renzi to purchase property located at 3614 Brownsville Road for the price of \$350,000.00.

Mr. Frombach stated that the Building Committee recommended not to pursue this option due to the significant disparity between the appraised value of the structure and the asking price.

Motion By: Pat Carnevale

Second By: Harold Smith

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

- b. Consider adopting Resolution No. 2017-21; Entering into an Agreement for the Sale of Real Estate [DISCUSSION]

Mr. Fombach stated that the Building Committee recommends seriously considering this option. Construction would occur at a site that is otherwise unattractive to development. Concurrently, the parcel that presently houses the municipal building can be marketed to a private firm.

- c. Consider approving the agreement with Skelly & Loy Engineering-Environmental Consultants for a Phase I Environmental Site Assessment to be paid from the Capital Improvement Fund Line Item 18-409-313 Engineer & Architectural Services in the amount Not-To-Exceed \$2,000.00.[DISCUSSION]
- d. Consider approving the work authorization from The Gateway Engineers for the completion of a preliminary geotechnical investigation at 3735 Brownsville Road at a not-to-exceed cost of \$7,000 to be paid from Capital Fund Line Item 18-409.317: Engineering & Architectural Services.[DISCUSSION]
- e. Consider approving the work authorization from HHSDR Engineers and Architects associated with Architectural/Engineering Services to prepare plans and cost estimates to construct a new Municipal Building at 3735 Brownsville Road at a not-to-exceed cost of \$14,900 to be paid from Capital Fund Line Item 18-409.317: Engineering & Architectural Services.[DISCUSSION]

18. New Business

None.

19. Public Comment

Mary Ann Jenkins, 3127 Clermont Avenue, discussed a recent criminal incident on her street. Asked Council to consider sponsoring a block watch program.

Eugene Werner, 4328 Brownsville Road, questioned spacers that were installed in sidewalk expansion joints.

Jim Attanucci, in role as president of Brentwood Athletic Association, presented check to the Borough to partially fund field improvements.

20. Adjournment

Adjourned at 9:39PM.

Motion By: Rich Schubert

Second By: Harold Smith

Ayes: Carnevale, Doyle, Fox, Frombach, Pasquantonio, Schubert, Smith

President: "Motion Passed"

BOROUGH OF BRENTWOOD
AGENDA
February 27, 2017 - REGULAR MEETING MINUTES
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.

Executive Session: 6:30 PM

1. Call to Order.

Called to order at 7:52PM.

2. Pledge of Allegiance.

3. Roll Call.

Member	Present	Absent	Member	Present	Absent
Mr. Carnevale	X		Ms. Fox		X
Mr. Schubert	X		Mr. Frombach	X	
Mr. Doyle	X		Mr. Smith	X	
Dr. Pasquantonio		X	Mayor Troy	X	
Solicitor	X		Manager Zboyovsky	X	

4. Presentation

a. Crime Watch Technologies

Matt Bloom, president of Crime Watch Technologies, provided a brief overview of his company's software offerings.

Mayor Troy asked if advertising may be permitted within the application to help defray costs. Mr. Bloom replied that, unlike some competitors, Crime Watch does not permit commercial messages.

Mr. Doyle asked about security features for preventing background check or mugshot storage websites from scraping data from the software. Mr. Bloom responded that the program is designed to prevent the indexing of photos by third party sites.

b. ISIX Foundation

Presentation from the Kester family, which founded the organization. Nonprofit was created in

honor of a deceased motocross racer. Issuing a \$5,000 unrestricted donation to the police department.

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

None.

6. Communications.

Manager Zboyovsky presented a note that was received from Brentwood School District Superintendent Amy Burch thanking Council for sending flowers in memory of her deceased father.

7. President's Report – Mr. John Frombach

Mr. Frombach stated that the July 4th Committee "Night at the Races" event raised approximately \$8,000 to fund the parade and other festivities. Thanked volunteers and sponsors for their assistance.

8. Mayor's Report – Mr. Dennis Troy

Mr. Troy reported that a meeting will be held on March 8th with residents of Brentwood, Pyramid, and Glendale Avenues to discuss proposed parking ordinance amendments.

- a. Mayor Proclamation Declaring the Week of March 5, 2017 as Multiple Sclerosis Awareness Week
- b. Mayor Proclamation Committing the Borough to Plant a Tree in Memory of Peter J. Niederberger This Earth Day

9. Administrative and Finance Committee – Mr. Harold Smith

No items.

10. Public Works Committee – Mr. AJ Doyle

No items.

11. Zoning and Ordinance Committee – Ms. Stephanie Fox

No items.

12. Parks and Recreation Committee – Mr. Rich Schubert

- a. Consider Adopting Resolution No. 2017-19, Revisions to Facility Rental Policy [ACTION ITEM]
Mr. President, I move to adopt Resolution No. 2017-19, amending the Brentwood Borough Facility Rental Policy.

Mr. Carnevale stated that he is in favor of further reducing off-season lighting hours to cut electricity expenditures.

Motion By: Rich Schubert

Second By: Harold Smith

Ayes: Carnevale, Doyle, Frombach, Schubert, Smith

Absent: Fox, Pasquantonio

President: "Motion Passed"

- b. Consider contracting with Metro Fence Comapny for fence repair on Kaiser Field in the amount of \$2880.00 to be paid from the Capital Improvement Fund Line Item 18-454-700 (ACTION ITEM)

Mr. President, I move the Borough accept the proposal from Metro Fence Company for the fence repair on Kaiser Field in the amount of \$2,880.00 to be paid from the Capital Improvement Fund Line Item 18-454-700.

Motion By: Rich Schubert

Second By: Harold Smith

Ayes: Carnevale, Doyle, Frombach, Schubert, Smith

Absent: Fox, Pasquantonio

President: "Motion Passed"

- c. Consider Resolution No. 2017-20; Agreement with Brentwood School District to Fund Brentwood Day Camp. [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2017-20, entering into an Agreement with the Brentwood School District to contribute funding to the Brentwood Borough School District for a Summer Day Camp program in an amount not to exceed \$15,000 and to Authorize the Borough Manager to make any minor revisions that may be required following the School District's review.

Motion By: Rich Schubert

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, Schubert, Smith

Absent: Fox, Pasquantonio

President: "Motion Passed"

- d. Consider repairs around Field 3 to prevent additional erosion of the hillside, flooding of the dugout and team area and to provide proper drainage to the hillside, dugouts and team areas. [DISCUSSION]

Discussion on time frame for ensuring that facilities are ready for spring sports season. Mr. Carnevale stated that drainage repairs should be prioritized over grading to potentially reduce costs.

13. Public Safety Committee – Mr. Pat Carnevale

- a. Consider entering into a contract with Crime Watch Technologies. [DISCUSSION]

Mr. Carnevale questioned if this purchase is necessary given utilization of Swift Reach reporting program.

Mr. Doyle affirmed his believe in the value of this program due to difficulty in getting residents to come forward with tips via 911.

Mr. Frombach stated that this item may allow the department to operate more efficiently with current staffing levels.

- b. Considering approving the Memo of Understanding between the Borough of Brentwood and Teamsters Local No. 205 representing the Brentwood Police Department Employees [ACTION ITEM]

Mr. President, I move the Borough approve the Memo of Understanding between the Borough of Brentwood and Teamsters Local No. 205 representing the Brentwood Police Department Employees.

Motion By: Pat Carnevale

Second By: Rich Schubert

Ayes: Carnevale, Doyle, Frombach, Schubert, Smith

Absent: Fox, Pasquantonio

President: "Motion Passed"

14. Community Affairs Committee – Dr. Robert Pasquantonio

No items.

15. Special Committees

No items.

16. Old Business

- a. Consider adopting Resolution No. 2017-21; Entering into an Agreement for the Sale of Real Estate [ACTION ITEM]

Mr. President, I move to adopt Resolution No. 2017-21, authoring the Borough to enter into an agreement with Green Development Trust #7003735 for the purchase of real property at 3735 Brownsville Road.

Motion By: Rich Schubert

Second By: Harold Smith

Ayes: Carnevale, Doyle, Frombach, Schubert, Smith

President: "Motion Passed"

- b. Consider approving the agreement with Skelly & Loy Engineering-Environmental Consultants for a Phase I Environmental Site Assessment to be paid from the Capital Improvement Fund Line Item 18-409-313 Engineer & Architectural Services in the amount Not-To-Exceed \$2,000.00. [ACTION ITEM]

Mr. President, I move to approve the agreement with Skelly & Loy Engineering and Environmental Consultants for a Phase I Environmental Site Assessment for property located at 3735 Brownsville Road in the not-to-exceed amount of \$2,000.00 to be paid from Capital Improvement Fund Line Item 18-409-313 Engineer & Architectural Services.

Motion By: Rich Schubert

Second By: Harold Smith

Ayes: Carnevale, Doyle, Frombach, Schubert, Smith

President: "Motion Passed"

- c. Consider approving the work authorization from The Gateway Engineers for the completion of a preliminary geotechnical investigation at 3735 Brownsville Road at a not-to-exceed cost of \$7,000 to be paid from Capital Fund Line Item 18-409.317: Engineering & Architectural Services. [ACTION ITEM]

Mr. President, I move to approve the work authorization from The Gateway Engineers for the completion of a preliminary geotechnical investigation at 3735 Brownsville Road at a not-to-exceed cost of \$7,000 to be paid from Capital Fund Line Item 18-409.317: Engineering & Architectural Services.

Motion By: Rich Schubert

Second By: Harold Smith

Ayes: Carnevale, Doyle, Frombach, Schubert, Smith

President: "Motion Passed"

- d. Consider approving the work authorization from HHSDR Engineers and Architects associated with Architectural/Engineering Services to prepare plans and cost estimates to construct a new Municipal Building at 3735 Brownsville Road at a not-to-exceed cost of \$14,900 to be paid from Capital Fund Line Item 18-409.317: Engineering & Architectural Services. [ACTION ITEM]

Mr. President, I move to approve the work authorization from HHSDR Engineers & Architects to prepare plans and cost estimates for construction of a new Municipal Building at 3735 Brownsville Road at a not-to-exceed cost of \$14,900 to be paid from Capital Fund Line Item 18-409.317: Engineering & Architectural Services contingent upon there being no issues with the Phase I ESA and Geotechnical Investigation.

Motion By: Rich Schubert

Second By: Harold Smith

Ayes: Carnevale, Doyle, Frombach, Schubert, Smith

President: "Motion Passed"

- e. Consider authorizing Valbridge Property Advisors to prepare an Appraisal of Real Estate for property located at 3735 Brownsville Road at a not-to-exceed cost of \$1,500.00 to be paid from Capital Fund Line Item 18-409.317: Engineering & Architectural Services [ACTION ITEM]

Mr. President I move the Borough authorize Valbridge Property Advisors to prepare an Appraisal of Real Estate for property located at 3735 Brownsville Road at a not-to-exceed cost of \$1,500.00 to be paid from Capital Fund Line Item 18-409.317: Engineering & Architectural Services.

Motion By: Rich Schubert

Second By: Pat Carnevale

Ayes: Carnevale, Doyle, Frombach, Schubert, Smith

President: "Motion Passed"

17. New Business

Mr. Carnevale asked for the schedule regarding submission of bids for the paving program. Manager Zboyovsky stated that advertisements will be in the upcoming edition of the newspaper.

Mr. Schubert discussed the implementation of the new commemorative brick paver program for

Brentwood Park.

18. Public Comment

Eugene Werner, 4328 Brownsville Road, asked for the Walking Trail Committee to coordinate with the school district cross country program.

19. Adjournment

Adjourned at 9:17PM.

Motion By: Rich Schubert

Second By: AJ Doyle

Ayes: Carnevale, Doyle, Frombach, Schubert, Smith

President: "Motion Passed"



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 10.b.
ACTION ITEM

SUBJECT: Consider Accepting the Treasurer's Report for the Period Ending February 28, 2017 [ACTION ITEM]

DATE: March 20, 2017

**PRESENTED BY: MRS. SUSAN TOTH
FINANCE/HR DIRECTOR**

SUMMARY:

The monthly Treasurer's Report is a summary of the various Borough bank accounts as well as the Borough's debt service accounts. Also included with the Treasurer's Report is the monthly revenue budget report.

BUDGET IMPACT:

The Following Past Expenditures were cleared in February 2017.

1. *General Fund in the amount of \$202,058.84*
2. *Sanitary Sewer Fund in the amount of \$126,174.48*
3. *Capital Improvement Fund in the amount of \$262,093.70*
4. *Liquid Fuels Fund in the amount of \$0.00*
5. *Non-Uniform Pension Fund in the amount of \$2,822.31*
6. *Police Pension Fund in the amount of \$338,327.81*

Please Note the Police Pension Fund amount is not typical and includes the one time payment of a DROP to a retired Police Officer.

RECOMMENDATION:

Accept Treasurer's Report as presented.

PROS:

N/A

CONS:

N/A

ATTACHMENTS:

Description

February Revenues

Upload Date

3/20/2017

Type

Cover Memo

February, 2017

TREASURER'S REPORT

Treasurer's Report
Summery of Reconciled Bank Statements
February, 2017

General Fund			Operating Reserve Fund--Brentwood Bank		
Balance 1/31/16		\$ 1,596,480.69	Balance 1/31/16		\$ 275,246.86
Receipts	Deposits	\$ 149,565.33			
R.E. Taxes (Fay)	Wire Trans	\$ -	Receipts	Interest	\$ 34.68
Interest		\$ 39.22			
EIT	(Jordan)	\$ 183,710.10	Expenditures		\$ -
Rec Fees	(Swipe)	\$ 220.15			
Trans to Hwy aid	Dep to GF error	\$ (4,480.78)			
Parking meter deps		\$ 5,691.78			
County Taxes		\$ 4,574.05	2/28/2017		\$ 275,246.00
Trans in from sewage	for del. Refuse &	\$ 43,590.10			
refund of bank bag fees		\$ 47.25	Capital Improvement Fund Balance 11/30/16		
Dup ck removed		\$ (80.00)			
Rec Refunds		\$ -	Balance 1/31/16		\$ 1,056,837.65
NWGS		\$ (16,507.11)			
Debit Card Purchases		\$ (1,550.00)	Receipts		\$ 5,681.00
Trf to Payroll		\$ (224,752.59)			
Checks Cleared		\$ (189,292.17)	Trans to GF		\$ -
Bills paid online	Google	\$ (185.00)			
Trans to fund 18	dep in error to G	\$ (300.00)	Checks Cleared		\$ (173,376.16)
Svc Chgs & Fees		\$ (157.74)			
Pkg Adj		\$ (0.90)	2/28/2017		\$ 889,142.49
2/28/2017		\$ 1,546,612.38			
Sanitary Sewer Fund			Park Fund @ Brentwood Bank		
Balance 1/31/16		\$ 3,394,915.80	Balance 1/31/16		\$ 93,061.28
Deposits		\$ 33,831.68			\$ -
PNC Lockbox pymt		\$ 220,277.37	Interest		
PNC Payer Xpress		\$ 58,250.20			
CC Payments		\$ 46,035.07	1/31/2017		\$ 93,061.28
Interest		\$ 135.81			
Trans from GF		\$ -			
Re-deposits		\$ -	Highway Aid Fund		
Pennvest loan #977034		\$ (15,677.10)	Balance 1/31/16		\$ 116,908.92
PNC Merchant Fee		\$ (911.60)			\$ -
Checks cleared		\$ (65,144.81)	Interest		\$ 4.49
PNC Corp. Analys Chg		\$ (6,842.12)	Receipts		\$ 4,485.27
Returned ACH		\$ (530.99)			
Trans to GF (del garbage & liens)		\$ (43,590.10)	2/28/2017		\$ 121,398.68
Returned Dep		\$ (8,111.37)			
2/28/2017		\$ 3,612,637.84			
Employee Pension Fund -Huntington			Police Pension Fund -Huntington		
Balance 1/31/16		\$1,713,121.71	Balance 1/31/16		\$ 5,672,459.80
Employee Contribs		\$ 2,152.59	Employee Contribs		\$ 5,515.35
Dividends & Int. Income		\$ 1,935.40	Dividends & Int. Income		\$ 6,243.87
Accrued Income		\$ 1,043.00	Accrued Income		\$ 2,716.58
Legal Fees (Rhoades)		\$ (315.00)	Legal Fees (Rhoades)		\$ (315.00)
Lump Sum Dist		\$ -	Lump Sum Dist		\$ (313,025.57)
Actuary fee (Mockenh)		\$ -	Actuary Fee (Mocken)		\$ -
Payment to Retirees		\$ (2,087.94)	Payment to Retirees		\$ (23,122.54)
Trans from Police Pens.		\$ -	Trans to Non-Uniform		\$ -
Chg in Mkt Value		\$ 34,466.07	Chg in Mkt Value		\$ 112,289.03
Fed Income Tax		\$ (351.72)	Fed Income Tax		\$ (1,640.68)
Trustee Fee (Huntington)		\$ (67.65)	Trustee Fee (Huntington)		\$ (224.02)
CIM Fee		\$ -	CIM Fee		\$ -
2/28/2017		\$1,749,896.46	2/28/2017		\$5,460,896.82

February, 2017

Pennvest Loan #71217 PWSA				2009 PNC Equipment Finance		Loan #05370-002
				Energy Saving Equip.		
Balance 1/31/16		\$ 839,732.77		Balance 1/31/16		\$ 188,511.13
				Next pymnt 5/17/17	\$16,013.11	\$ -
2/28/2017		\$ 839,732.77		2/28/2017		\$ 188,511.13
2008 Pennvest Loan #75210 (Sewage fund)				2012 GO Bond	US Bank	
Balance 1/31/16		\$1,903,583.44		Balance 1/31/16		2,980,000.00
Monthly Loan payment		\$ (15,677.10)		No payment due		\$0.00
2/28/2017		\$1,887,906.34		2/28/2017		2,980,000.00
PNC Loan #172002000 Backhoe				PNC Loan	PW Trucks	#185217000
Balance 1/31/16		\$9,754.06		Balance 1/31/16		\$76,867.80
Final pymnt 3/11/17				Next pymnt 3/15/17	\$19,777.45	
2/28/2017		\$9,754.06		2/28/2017		\$76,867.80
2015 GO Bond				PNC Equipment Fin.	HVAC Units	
Balance 1/31/16		\$5,297,078.39		Balance 1/31/16		
						\$ 48,249.36
				Next pymnt 3/1/17	\$13,185.87	
						\$0.00
2/28/2017		\$5,297,078.39		2/28/2017		\$48,249.36
2017 TAM		\$1,000,000.00				
2/28/2017		\$1,000,000.00				

REVENUE ACCOUNTS

Brentwood Borough **Treasurer's Revenue Report by Fund** **For the Period Ending February 28, 2017**

01 General Fund

REVENUES						
	Budget	Current Month	Year To Date	Unrealized Revenue YTD as % of Budget	Prior Year	PY as % of Budget
01 301 100 000 R.E. Taxes-Current	\$ 3,400,000.00	\$ 4,574.05	\$ 52,042.17	\$ (3,347,957.83)	\$ 0.00	\$ 0.00
01 301 104 000 Re Current- Library	196,000.00	0.00	2,498.32	(193,501.68)	0.00	0.00
01 301 300 000 R.E. Taxes-Delinq.	350,000.00	11,990.73	23,376.13	(326,623.87)	0.00	0.00
01 310 100 000 Re Transfer Tax	85,000.00	0.00	12,079.07	(72,920.93)	0.00	0.00
01 310 210 000 Earned Income Tax - Current	1,050,000.00	183,710.10	227,648.06	(822,351.94)	0.00	0.00
01 310 230 000 Earned Inc Tax - Delinquent	6,500.00	0.00	994.09	(5,505.91)	0.00	0.00
01 310 401 000 Local Service Tax	85,000.00	8,311.52	12,536.67	(72,463.33)	0.00	0.00
01 321 740 000 Video Machine	26,000.00	600.00	600.00	(25,400.00)	0.00	0.00
01 321 750 000 Pool Tables	600.00	0.00	0.00	(600.00)	0.00	0.00
01 321 800 000 Cable TV Franchise Fees	190,000.00	0.00	0.00	(190,000.00)	0.00	0.00
01 322 801 000 Street Permits	40,000.00	825.00	1,633.00	(38,367.00)	0.00	0.00
01 322 900 000 Sign Permits	600.00	79.00	79.00	(521.00)	0.00	0.00
01 322 901 000 Solicitation Permits	100.00	210.00	245.00	145.00	0.00	0.00
01 331 110 000 Motor Vehicle Violations	95,000.00	4,086.20	8,066.44	(86,933.56)	0.00	0.00
01 332 100 000 DPW Reimbursements	7,000.00	3,268.10	9,214.71	2,214.71	0.00	0.00
01 332 101 000 Restitutions/Settlements	1,000.00	0.00	0.00	(1,000.00)	0.00	0.00
01 332 102 000 Code Enforcement Citation Receipts	5,000.00	236.50	415.18	(4,584.82)	0.00	0.00
01 341 000 000 Interest- Temp Invest	600.00	39.22	59.65	(540.35)	0.00	0.00
01 342 101 000 Rent Of Land	57,000.00	0.00	28,611.00	(28,389.00)	0.00	0.00
01 342 200 000 Recreation Center	4,000.00	250.00	850.00	(3,150.00)	0.00	0.00
01 342 201 000 Rent Of Buildings	25,000.00	800.00	1,600.00	(23,400.00)	0.00	0.00
01 342 300 000 Community Center	1,000.00	200.00	200.00	(800.00)	0.00	0.00
01 355 080 000 Rad - Sales Tax Proceeds	0.00	40,961.39	73,882.10	73,882.10	0.00	0.00
01 361 310 000 Zoning/Planning Fees	3,000.00	500.00	1,000.00	(2,000.00)	0.00	0.00
01 361 560 000 Photocopies	0.00	1.25	1.25	1.25	0.00	0.00
01 362 102 000 Special Police Services	40,000.00	5,304.98	10,229.63	(29,770.37)	0.00	0.00
01 362 112 000 Accident Reports	7,500.00	1,015.67	2,015.46	(5,484.54)	0.00	0.00
01 362 313 000 Engineering Reimbursables	3,000.00	0.00	647.50	(2,352.50)	0.00	0.00
01 362 410 000 Bldg. Permits	20,000.00	313.00	1,170.00	(18,830.00)	0.00	0.00
01 362 450 000 Occupancy Permits	25,000.00	2,100.00	6,460.00	(18,540.00)	0.00	0.00
01 362 460 000 Tenant Registration	20,000.00	8,130.00	11,720.00	(8,280.00)	0.00	0.00
01 362 461 000 Rental Inspection Fees	25,000.00	4,130.00	4,340.00	(20,660.00)	0.00	0.00
01 363 120 000 Parking Meter Violations	0.00	630.00	1,870.00	1,870.00	0.00	0.00
01 363 210 000 Parking Meter Revenue	0.00	11,406.56	16,388.06	16,388.06	0.00	0.00
01 364 300 000 Solid Waste Collection & Disposal Charges	670,000.00	0.00	0.00	(670,000.00)	0.00	0.00
01 364 310 000 Del Solid Waste Collection & Disposal Charges	40,000.00	0.00	627.08	(39,372.92)	0.00	0.00
01 364 320 000 Recycle Bins	100.00	0.00	0.00	(100.00)	0.00	0.00
01 364 902 000 Lien Removal Fee	4,000.00	3,514.00	8,167.00	4,167.00	0.00	0.00
01 367 202 000 Swimming Pool Fees	20,000.00	0.00	0.00	(20,000.00)	0.00	0.00
01 367 300 000 Recreation Program Fees	24,000.00	53.55	(93.85)	(24,093.85)	0.00	0.00
01 367 303 000 Stadium Rental Fee	500.00	0.00	0.00	(500.00)	0.00	0.00
01 367 304 000 Baseball Rental Fee	500.00	0.00	0.00	(500.00)	0.00	0.00
01 367 306 000 Military Banner Program	4,200.00	4,440.00	5,000.00	800.00	0.00	0.00
01 367 400 000 Park & Rec Concessions	20,000.00	400.00	400.00	(19,600.00)	0.00	0.00
01 367 403 000 Community Day	3,000.00	0.00	0.00	(3,000.00)	0.00	0.00
01 368 100 000 School Guard Payroll	51,000.00	37,415.66	37,415.66	(13,584.34)	0.00	0.00
01 368 110 000 School Guard Uniforms	500.00	0.00	0.00	(500.00)	0.00	0.00
01 380 000 000 Miscellaneous Rev	500.00	1,954.95	2,186.25	1,686.25	0.00	0.00
01 380 802 000 Municipal Lien Letters	10,000.00	750.00	1,600.00	(8,400.00)	0.00	0.00
01 387 000 000 Sale Of Borough Property--Auction	0.00	0.00	36,620.00	36,620.00	0.00	0.00
01 392 080 000 Police Donations	0.00	5,000.00	5,000.00	5,000.00	0.00	0.00
01 394 010 000 Tax Anticipation Note	1,000,000.00	0.00	0.00	(484,000.00)	0.00	0.00
TOTAL REVENUE	\$ 8,101,200.00	\$ 347,201.43	\$ 1,609,394.63	\$ (6,491,805.37)	\$ (0.20)	\$ 0.00

Brentwood Borough
Treasurer's Revenue Report by Fund
For the Period Ending February 28, 2017

08 Sewer Fund

REVENUES									
	Budget	Current Month	Year To Date	Unrealized Revenue	YTD as % of Budget	Prior Year	PY as % of Budget		
08 341 010 000 Interest	\$ 1,200.00	\$ 0.00	\$ 157.55	\$ (1,042.45)	(0.13)	\$ 0.00	0.00	\$	0.00
08 364 010 000 Sewer Charges - Alcosan & Brentwood	2,660,000.00	540,251.58	879,829.80	(1,780,170.20)	(0.33)	0.00	0.00		0.00
08 364 050 000 Sewer Charges - Delinquent	176,000.00	12,345.77	37,991.96	(138,008.04)	(0.22)	0.00	0.00		0.00
08 364 100 000 Alcosan Billing Reimbursement	11,000.00	0.00	0.00	(11,000.00)	0.00	0.00	0.00		0.00
08 364 900 000 Reimbursable Shut-Off Fee	600.00	0.00	0.00	(600.00)	0.00	0.00	0.00		0.00
08 364 901 000 Reimbursable Postage Exp	100.00	0.00	0.00	(100.00)	0.00	0.00	0.00		0.00
08 364 902 000 Lien Removal Fee	3,200.00	0.00	2,838.70	(361.30)	(0.89)	0.00	0.00		0.00
08 364 903 000 Sewage Escrow	0.00	500.00	2,650.00	2,650.00	0.00	0.00	0.00		0.00
TOTAL REVENUE	\$ 2,852,100.00	\$ 553,097.35	\$ 923,468.01	\$ (1,928,631.99)	(0.32)	\$ 0.00	\$ 0.00	\$	0.00

Brentwood Borough
Treasurer's Revenue Report by Fund
For the Period Ending February 28, 2017

15 Park Fund

REVENUES

15 341 000 000 Interest Income
15 342 550 000 Ball Field 1 - Advertising
15 342 551 000 Attanucci Field - Advertising
15 342 552 000 Tepsic Field - Advertising
15 342 553 000 Ball Field 4 - Advertising
15 342 555 000 Ball Dek Hockey - Advertising
15 342 558 000 Commemorative Bricks
15 387 110 000 Brentwood School District Lease

TOTAL REVENUE

	Budget	Current Month	Year To Date	Unrealized Revenue YTD as % of Budget	Prior Year	PY as % of Budget
\$	100.00	\$ 0.00	\$ 0.00	\$ (100.00)	\$ 0.00	\$ 0.00
	300.00	0.00	0.00	(300.00)	0.00	0.00
	300.00	0.00	0.00	(300.00)	0.00	0.00
	300.00	0.00	0.00	(300.00)	0.00	0.00
	200.00	0.00	0.00	(200.00)	0.00	0.00
	5,000.00	0.00	0.00	(5,000.00)	0.00	0.00
	30,000.00	0.00	0.00	(30,000.00)	0.00	0.00
\$	36,500.00	\$ 0.00	\$ 0.00	\$ (36,500.00)	\$ 0.00	\$ 0.00

Brentwood Borough
Treasurer's Revenue Report by Fund
For the Period Ending February 28, 2017

18 Capital Improvements

REVENUES							
	Budget	Current Month	Year To Date	Unrealized Revenue YTD	as % of Budget	Prior Year	PY as % of Budget
18 354 095 000 Arle Grant - Traffic Signals	\$ 162 000.00	\$ 0.00	\$ 0.00	\$ (162 000.00)	0.00	\$ 0.00	0.00
18 354 100 000 SHACOG Grant - CD43	27 000.00	0.00	0.00	(27 000.00)	0.00	0.00	0.00
18 363 100 000 Streets, Sidewalks And Curb Ramps	25 000.00	381.00	(434.00)	(25 434.00)	0.02	0.00	0.00
18 387 110 000 Donation from Brentwood Athletic Association	5 000.00	5 000.00	5 000.00	0.00	(1.00)	0.00	0.00
18 392 010 000 Transfer From General Fund	1 710 000.00	0.00	0.00	(1 710 000.00)	0.00	0.00	0.00
18 392 030 000 Transfer From Park Fund	15 000.00	0.00	0.00	(15 000.00)	0.00	0.00	0.00
18 392 080 000 Transfer From Sanitary Sewer Fund	100 000.00	0.00	0.00	(100 000.00)	0.00	0.00	0.00
TOTAL REVENUE	\$ 2 044 000.00	\$ 5 381.00	\$ 4 566.00	\$ (2 039 434.00)	0.00	\$ 0.00	0.00

Brentwood Borough
Treasurer's Revenue Report by Fund
For the Period Ending February 28, 2017

35 Highway Aid Fund

<u>REVENUES</u>		Budget	Current Month	Year To Date	Unrealized Revenue YTD as % of Budget	Prior Year	PY as % of Budget
35 341 000 000	Interest Earnings	\$ 40.00	\$ 4.49	\$ 16.29	\$ (23.71)	\$ 0.00	\$ 0.00
35 355 020 000	State Highway Aid (Liquid Fuels Tax)	\$ 238,000.00	\$ 0.00	\$ 0.00	\$ (238,000.00)	\$ 0.00	\$ 0.00
TOTAL REVENUE		\$ 238,040.00	\$ 4.49	\$ 16.29	\$ (238,023.71)	\$ 0.00	\$ 0.00

Brentwood Borough
Treasurer's Revenue Report by Fund
For the Period Ending February 28, 2017

60 Non Uniform Pension Fund

REVENUES
60 341 000 000 Interest
60 343 000 000 Dividend Income
60 345 000 000 Unrealized Gain(Loss)
60 387 000 000 Member Contributions
TOTAL REVENUE

	Budget	Current Month	Year To Date	Unrealized Revenue YTD	as % of Budget	Prior Year	PY as % of Budget
\$	0.00	\$ 4,000.13	\$ 4,985.16	\$ 4,985.16	0.00	\$ 0.00	0.00
	0.00	649.41	1,587.00	1,587.00	0.00	0.00	0.00
	0.00	34,466.07	55,285.97	55,285.97	0.00	0.00	0.00
	0.00	2,152.59	4,823.37	4,823.37	0.00	0.00	0.00
\$	0.00	\$ 41,268.20	\$ 66,681.50	\$ 66,681.50	0.00	\$ 0.00	0.00

Brentwood Borough
Treasurer's Revenue Report by Fund
For the Period Ending February 28, 2017

65 Police Pension Fund

REVENUES
65 341 000 000 Interest
65 343 000 000 Divident Income
65 345 000 000 Unrealized Gain(Loss)
65 387 000 000 Member Contributions
TOTAL REVENUE

	Budget	Current Month	Year To Date	Unrealized Revenue YTD as % of Budget	Prior Year	PY as % of Budget
\$	0.00	\$ 3,880.07	\$ 7,753.24	\$ 7,753.24	\$ 0.00	\$ 0.00
	0.00	5,080.38	8,112.79	8,112.79	0.00	0.00
	0.00	112,289.03	181,696.30	181,696.30	0.00	0.00
	0.00	5,515.35	11,866.49	11,866.49	0.00	0.00
\$	0.00	\$ 126,764.83	\$ 209,428.82	\$ 209,428.82	\$ 0.00	\$ 0.00

EXPENDITURES

01

**GENERAL FUND
BUDGET REPORT**

February 1 to February 28, 2017

Brentwood Borough **Treasurer's Report General Fund Expenditures** **For the Period Ending February 28, 2017**

EXPENDITURES	YTD Exp and Encum as % of Budget	Budget	YTD Expenditures and Encumbrances	Current Month	Current Encumbrances	Budget Remaining	Prior Year Exp & Encum	Prior Year Exp & Encum as % of Budget
<u>COUNCIL</u>								
01 400 110 000 Salaries Elected Officials	0.00	\$ 16,800.00	\$ 0.00	0.00	0.00	\$ 16,800.00	0.00	0.00
01 400 161 000 FICA	0.00	1,300.00	0.00	0.00	0.00	1,300.00	0.00	0.00
01 400 210 000 Office Supplies	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
01 400 420 000 Dues Sub & Member	0.38	2,700.00	1,038.00	0.00	0.00	1,662.00	0.00	0.00
01 400 460 000 Meetings & Conf	0.25	10,000.00	2,536.00	(515.00)	0.00	7,464.00	0.00	0.00
01 400 700 000 Minor Purchases	0.00	2,000.00	0.00	2,001.00	0.00	2,000.00	0.00	0.00
TOTAL - COUNCIL	0.11	33,300.00	3,574.00	1,486.00	0.00	29,726.00	0.00	0.00
<u>MAYOR</u>								
01 401 110 000 Salary - Mayor	0.00	\$ 3,400.00	\$ 0.00	0.00	0.00	\$ 3,400.00	0.00	0.00
01 401 161 000 FICA	0.00	300.00	0.00	0.00	0.00	300.00	0.00	0.00
01 401 210 000 Office Supplies	0.00	300.00	0.00	0.00	0.00	300.00	0.00	0.00
01 401 420 000 Dues Sub & Member	0.00	250.00	0.00	0.00	0.00	250.00	0.00	0.00
01 401 460 000 Meetings & Confer	0.39	1,600.00	626.00	0.00	0.00	974.00	0.00	0.00
01 401 700 000 Minor Purchases	0.00	500.00	0.00	516.00	0.00	500.00	0.00	0.00
TOTAL - MAYOR	0.10	6,350.00	626.00	516.00	0.00	5,724.00	0.00	0.00
<u>FINANCE</u>								
01 402 311 000 Auditing Services	0.00	\$ 10,000.00	\$ 0.00	0.00	0.00	\$ 10,000.00	0.00	0.00
01 402 312 000 Actuarial Services	0.88	4,000.00	3,500.00	3,500.00	0.00	500.00	0.00	0.00
TOTAL - FINANCE	0.25	14,000.00	3,500.00	3,500.00	0.00	10,500.00	0.00	0.00
<u>TAX COLLECTION</u>								
01 403 110 000 Salary-Elected	1.00	\$ 5,000.00	\$ 5,000.00	0.00	0.00	\$ 0.00	0.00	0.00
01 403 161 000 FICA	0.00	400.00	0.00	0.00	0.00	400.00	0.00	0.00
01 403 162 000 Unemployment Compensation	0.00	200.00	0.00	0.00	0.00	200.00	0.00	0.00
01 403 210 000 Office Supplies	0.00	1,700.00	0.00	0.00	0.00	1,700.00	0.00	0.00
01 403 305 000 Del R.E. Tax Commission	0.06	35,000.00	2,223.84	1,188.84	0.00	32,776.16	0.00	0.00
01 403 307 000 EIT Collection Commission	0.09	1,000.00	90.40	0.00	0.00	909.60	0.00	0.00
01 403 309 000 LST Collection Commission	0.11	2,000.00	225.66	149.61	0.00	1,774.34	0.00	0.00
01 403 314 000 Special Legal Services	0.03	10,000.00	262.50	262.50	0.00	9,737.50	0.00	0.00
01 403 325 000 Postage	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00	0.00
01 403 450 000 Contracted Services	1.50	800.00	1,200.00	1,200.00	0.00	(400.00)	0.00	0.00
01 403 900 000 Refund Of Prior Years	0.03	10,000.00	331.24	0.00	0.00	9,668.76	0.00	0.00
TOTAL - TAX COLLECTION	0.14	67,600.00	9,333.64	2,800.95	0.00	58,266.36	0.00	0.00
<u>LEGAL SERVICES</u>								
01 404 314 000 Special Legal Services	0.00	\$ 5,000.00	\$ 0.00	0.00	0.00	\$ 5,000.00	0.00	0.00
01 404 317 000 Solicitor (Hourly)	0.11	80,000.00	8,579.50	4,177.50	0.00	71,420.50	0.00	0.00
01 404 330 000 Codification	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	0.00
01 404 341 000 Advertising	0.15	4,000.00	589.00	(11.25)	0.00	3,411.00	0.00	0.00
TOTAL - LEGAL SERVICES	0.10	94,000.00	9,168.50	4,166.25	0.00	84,831.50	0.00	0.00
<u>ADMINISTRATION</u>								
01 405 110 000 Salary - Professional	0.00	\$ 163,000.00	\$ 0.00	0.00	0.00	\$ 163,000.00	0.00	0.00
01 405 140 000 Salary - Staff	0.00	52,000.00	0.00	0.00	0.00	52,000.00	0.00	0.00
01 405 150 000 Salary - Temporal/Intern	0.00	7,100.00	0.00	0.00	0.00	7,100.00	0.00	0.00
01 405 153 000 Health - Disability	0.14	2,000.00	273.48	136.74	0.00	1,726.52	0.00	0.00
01 405 156 000 Health - Hospitalization	0.17	46,000.00	7,703.89	3,511.16	0.00	38,296.11	0.00	0.00
01 405 158 000 Life Insurance	0.10	700.00	68.00	34.00	0.00	632.00	0.00	0.00
01 405 161 000 FICA	0.00	17,000.00	0.00	0.00	0.00	17,000.00	0.00	0.00
01 405 162 000 Unemployment Compensation	0.00	1,100.00	0.00	0.00	0.00	1,100.00	0.00	0.00
01 405 168 000 Employee Retirement Benefits	0.00	5,000.00	6.80	3.40	0.00	4,993.20	0.00	0.00
01 405 183 000 Overtime	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00

Brentwood Borough **Treasurer's Report General Fund Expenditures** **For the Period Ending February 28, 2017**

	YTD Exp and Encum as % of Budget	Budget	YTD Expenditures and Encumbrances	Current Month	Current Encumbrances	Budget Remaining	Prior Year Exp & Encum	Prior Year Exp & Encum as % of Budget
COMMUNITY NEWSLETTER								
01 406 342 000 Community Newsletter	0.00	22,000.00	0.00	0.00	0.00	22,000.00	0.00	0.00
COMMUNITY NEWSLETTER	0.00	22,000.00	0.00	0.00	0.00	22,000.00	0.00	0.00
IT-NETWORKING-DATA PROCESSING								
01 407 213 000 General Supplies	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
01 407 452 000 Contracted IT	0.18	28,950.00	4,950.00	0.00	0.00	23,000.00	0.00	0.00
01 407 453 000 Web Design/Maintenance	0.11	4,000.00	429.95	244.95	0.00	3,570.05	0.00	0.00
01 407 454 000 General Hardware	0.44	3,000.00	1,305.00	0.00	0.00	1,695.00	0.00	0.00
01 407 455 000 General Software/Licenses	0.66	1,000.00	660.00	(2,940.00)	0.00	340.00	0.00	0.00
01 407 456 000 Police Hardware	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00
01 407 457 000 Police Software	0.18	7,000.00	1,288.75	0.00	0.00	5,711.25	0.00	0.00
TOTAL - IT-NETWORKING-DATA PROCESSING	0.19	44,500.00	8,633.70	(2,695.05)	0.00	35,866.30	0.00	0.00
ENGINEERING SERVICES								
01 408 313 000 Engineering Services	0.05	15,000.00	675.00	675.00	0.00	14,325.00	0.00	0.00
TOTAL - ENGINEERING SERVICES	0.05	15,000.00	675.00	675.00	0.00	14,325.00	0.00	0.00
BOROUGH BUILDING								
01 409 240 000 Operating Supplies	0.08	6,500.00	495.65	316.38	0.00	6,004.35	0.00	0.00
01 409 325 000 Internet Service	0.08	4,000.00	319.80	159.90	0.00	3,680.20	0.00	0.00
01 409 361 000 Electricity	0.17	13,000.00	2,168.20	1,305.80	0.00	10,831.80	0.00	0.00
01 409 362 000 Gas	0.20	5,000.00	1,021.05	295.37	0.00	3,978.95	0.00	0.00
01 409 366 000 Water	0.15	3,000.00	446.88	340.91	0.00	2,553.12	0.00	0.00
01 409 373 000 R&M Services	0.19	5,000.00	947.80	0.00	0.00	4,052.20	0.00	0.00
01 409 374 000 R&M - Machinery & Equipment	0.02	2,000.00	47.43	0.00	0.00	1,952.57	0.00	0.00
01 409 384 000 Rental - Machinery & Equipment	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
01 409 450 000 Contracted Services	0.18	8,000.00	1,462.80	255.59	0.00	6,537.20	0.00	0.00
01 409 750 000 Minor Purchases	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00
TOTAL - BOROUGH BUILDING	0.14	50,000.00	6,909.61	2,673.95	0.00	43,090.39	0.00	0.00
POLICE DEPARTMENT								
01 410 130 000 Salary - Professional	0.39	173,000.00	66,666.00	0.00	0.00	106,334.00	0.00	0.00
01 410 140 000 Salary - Staff	0.00	1,102,000.00	0.00	0.00	0.00	1,102,000.00	0.00	0.00
01 410 145 000 Personal Day Buy-Back	0.00	9,000.00	0.00	0.00	0.00	9,000.00	0.00	0.00
01 410 153 000 Health - Disability	0.10	21,000.00	2,042.72	1,021.36	0.00	18,957.28	0.00	0.00
01 410 156 000 Health - Hospitalization	0.16	240,000.00	38,742.12	18,484.00	0.00	201,257.88	0.00	0.00
01 410 158 000 Life Insurance	0.18	4,000.00	707.20	353.60	0.00	3,292.80	0.00	0.00
01 410 161 000 FICA	0.00	110,000.00	0.00	0.00	0.00	110,000.00	0.00	0.00
01 410 162 000 Unemployment Compensation	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00	0.00

Brentwood Borough **Treasurer's Report General Fund Expenditures** **For the Period Ending February 28, 2017**

	YTD Exp and Encum as % of Budget	Budget	YTD Expenditures and Encumbrances	Current Month	Current Encumbrances	Budget Remaining	Prior Year Exp & Encum	Prior Year Exp & Encum as % of Budget
01 410 168 000 Retiree Benefits	0.27	33,000.00	8,777.41	5,937.33	0.00	24,222.59	0.00	0.00
01 410 183 000 Overtime	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00	0.00
01 410 184 000 Officer in Charge	0.00	8,000.00	0.00	0.00	0.00	8,000.00	0.00	0.00
01 410 188 000 Holiday Pay	0.00	55,000.00	0.00	0.00	0.00	55,000.00	0.00	0.00
01 410 189 000 Court Pay	0.00	160,000.00	255.36	0.00	0.00	159,744.64	0.00	0.00
01 410 190 000 Reimbursable Overtime	0.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00	0.00
01 410 191 000 Uniforms	0.17	24,000.00	4,192.29	1,237.61	714.47	19,807.71	0.00	0.00
01 410 193 000 Training/Education	0.73	8,500.00	6,182.00	2,932.00	645.00	2,318.00	0.00	0.00
01 410 210 000 Office Supplies	0.07	4,000.00	292.17	256.21	0.00	3,707.83	0.00	0.00
01 410 215 000 Postage	0.00	250.00	0.00	0.00	0.00	250.00	0.00	0.00
01 410 231 000 Vehicle Fuel	0.18	13,000.00	2,317.52	1,301.91	0.00	10,682.48	0.00	0.00
01 410 240 000 Operating Supplies	0.24	4,000.00	961.96	(5,516.19)	0.00	3,038.04	0.00	0.00
01 410 242 000 Police Protection Services	0.01	5,000.00	71.34	71.34	0.00	4,928.66	0.00	0.00
01 410 245 000 Crime Scene Supplies	0.05	1,000.00	45.37	45.37	0.00	954.63	0.00	0.00
01 410 247 000 Crime Hardware	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
01 410 249 000 K-9 Officer	0.02	14,000.00	237.41	0.00	0.00	13,762.59	0.00	0.00
01 410 251 000 R&M Vehicle Parts	0.06	13,000.00	768.63	456.07	0.00	12,231.37	0.00	0.00
01 410 310 000 Professional Services	0.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00	0.00
01 410 314 000 Special Legal Services	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00
01 410 317 000 OTHER Services	0.46	500.00	232.00	232.00	0.00	268.00	0.00	0.00
01 410 321 000 Telephone	0.11	3,000.00	342.58	(73.85)	0.00	2,657.42	0.00	0.00
01 410 324 000 Wireless Telephone	0.11	6,000.00	672.39	381.26	0.00	5,327.61	0.00	0.00
01 410 327 000 Radio Equipment/Maintenance	0.00	2,000.00	0.00	(1,715.56)	0.00	2,000.00	0.00	0.00
01 410 342 000 Printing	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00
01 410 374 000 R&M - Machinery & Equipment	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00
01 410 384 000 Rental - Machinery & Equipment	0.21	4,500.00	962.28	433.52	0.00	3,537.72	0.00	0.00
01 410 400 000 Court Costs	0.02	3,000.00	64.00	64.00	0.00	2,936.00	0.00	0.00
01 410 420 000 Dues Scrip & Membr.	0.67	4,500.00	3,027.96	400.00	0.00	1,472.04	0.00	0.00
01 410 450 000 Contracted Services	0.07	15,000.00	986.50	487.50	0.00	14,013.50	0.00	0.00
01 410 454 000 Civil Service Commission	0.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00	0.00
01 410 460 000 Meetings & Conf.	0.19	4,500.00	847.07	536.00	0.00	3,652.93	0.00	0.00
01 410 750 000 Minor Purchases	0.15	4,000.00	586.80	586.80	(586.80)	3,413.20	0.00	0.00
TOTAL - POLICE DEPARTMENT	0.06	2,209,250.00	139,981.08	27,922.28	772.67	2,069,268.92	0.00	0.00
VOLUNTEER FIRE DEPARTMENT								
01 411 231 000 Vehicle Fuel	0.16	5,100.00	828.97	508.88	0.00	4,271.03	0.00	0.00
01 411 352 000 Professional Liability Ins.	1.10	750.00	824.00	0.00	0.00	(74.00)	0.00	0.00
01 411 363 000 Hydrant Service	0.16	34,000.00	5,464.62	2,752.65	0.00	28,535.38	0.00	0.00
01 411 420 000 Dues, Subscript, Memb	0.94	1,200.00	1,127.96	0.00	0.00	72.04	0.00	0.00
01 411 540 000 Contributions To VFD	0.25	96,000.00	24,000.00	0.00	0.00	72,000.00	0.00	0.00
01 411 541 000 State Fire Relief Assoc	0.00	47,000.00	0.00	0.00	0.00	47,000.00	0.00	0.00
TOTAL - VOLUNTEER FIRE DEPARTMENT	0.18	184,050.00	32,245.55	3,261.53	0.00	151,804.45	0.00	0.00
EMERGENCY MEDICAL SERVICE								
01 412 231 000 Vehicle Fuel	0.15	13,593.00	2,088.75	1,156.81	0.00	11,504.25	0.00	0.00
01 412 325 000 Internet	0.25	50.00	12.68	6.34	0.00	37.32	0.00	0.00
01 412 540 000 Contributions To EMS	0.25	80,597.00	20,149.25	0.00	0.00	60,447.75	0.00	0.00
TOTAL - EMERGENCY MEDICAL SERVICE	0.24	94,240.00	22,250.68	1,163.15	0.00	71,989.32	0.00	0.00
PLANNING AND ZONING								
01 414 140 000 Salary - Staff	0.00	110,000.00	0.00	0.00	0.00	110,000.00	0.00	0.00
01 414 153 000 Health - Disability	0.17	1,100.00	190.82	95.41	0.00	909.18	0.00	0.00
01 414 156 000 Health - Hospitalization	0.18	26,000.00	4,701.07	2,280.87	0.00	21,298.93	0.00	0.00
01 414 158 000 Life Insurance	0.15	450.00	68.00	34.00	0.00	382.00	0.00	0.00
01 414 161 000 FICA	0.00	8,500.00	0.00	0.00	0.00	8,500.00	0.00	0.00
01 414 162 000 Unemployment Compensation	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
01 414 189 000 Vacation/PTO Buyback	0.00	4,500.00	0.00	0.00	0.00	4,500.00	0.00	0.00

Brentwood Borough **Treasurer's Report General Fund Expenditures** **For the Period Ending February 28, 2017**

	YTD Exp and Encum as % of Budget	Budget	YTD Expenditures and Encumbrances	Current Month	Current Encumbrances	Budget Remaining	Prior Year Exp & Encum	Prior Year Exp & Encum as % of Budget
01 414 193 000 Training/Education	0.28	1,500.00	423.00	199.00	0.00	1,077.00	0.00	0.00
01 414 210 000 Office Supplies	0.60	500.00	299.99	299.99	0.00	200.01	0.00	0.00
01 414 231 000 Vehicle Fuel	0.27	1,200.00	328.18	199.74	0.00	871.82	0.00	0.00
01 414 240 000 Operating Supplies	0.01	500.00	5.00	0.00	0.00	495.00	0.00	0.00
01 414 251 000 R&M Supplies - Vehicle Parts	0.05	1,000.00	49.00	0.00	0.00	951.00	0.00	0.00
01 414 313 000 Reimbursable Engineering Costs	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00
01 414 314 000 Special Legal Service	0.09	13,000.00	1,123.10	1,123.10	0.00	11,876.90	0.00	0.00
01 414 317 000 Other Services	0.24	3,000.00	707.00	308.00	0.00	2,293.00	0.00	0.00
01 414 321 000 Telephone	0.05	500.00	22.63	0.00	0.00	477.37	0.00	0.00
01 414 324 000 Wireless Telephone	0.01	3,000.00	22.50	0.00	0.00	2,977.50	0.00	0.00
01 414 341 000 Advertising	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00	0.00
01 414 420 000 Dues Scrip & Membr.	0.58	1,200.00	690.24	235.00	0.00	509.76	0.00	0.00
01 414 450 000 Contracted Services	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00
01 414 460 000 Meetings & Confer.	0.13	5,500.00	692.52	337.52	0.00	4,807.48	0.00	0.00
01 414 700 000 Minor Purchase	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
TOTAL - PLANNING AND ZONING	0.05	189,950.00	9,323.05	5,122.63	0.00	180,626.95	0.00	0.00
POLICE CLERICAL								
01 415 140 000 Salary - Staff	0.00	106,000.00	0.00	0.00	0.00	106,000.00	0.00	0.00
01 415 153 000 Health - Disability	0.13	1,500.00	196.24	98.12	0.00	1,303.76	0.00	0.00
01 415 156 000 Health - Hospitalization	0.15	28,000.00	4,177.06	2,178.03	0.00	23,822.94	0.00	0.00
01 415 158 000 Life Insurance	0.15	450.00	68.00	34.00	0.00	382.00	0.00	0.00
01 415 161 000 FICA	0.00	8,100.00	0.00	0.00	0.00	8,100.00	0.00	0.00
01 415 162 000 Unemployment Compensation	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
01 415 183 000 Overtime	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00	0.00
01 415 189 000 Vacation/PTO Buyback	0.00	4,100.00	0.00	0.00	0.00	4,100.00	0.00	0.00
01 415 191 000 Uniform Allowance	0.28	600.00	169.99	169.99	0.00	430.01	0.00	0.00
01 415 193 000 Training/Education	0.00	800.00	0.00	0.00	0.00	800.00	0.00	0.00
TOTAL - POLICE CLERICAL	0.03	152,550.00	4,611.29	2,480.14	0.00	147,938.71	0.00	0.00
PARKING METERS								
01 417 140 000 Parking Meter Enforcement	0.00	38,000.00	0.00	0.00	0.00	38,000.00	0.00	0.00
01 417 161 000 FICA	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00
01 417 162 000 Unemployment Compensation	0.00	700.00	0.00	0.00	0.00	700.00	0.00	0.00
01 417 191 000 Uniform Allowance	0.00	300.00	0.00	0.00	0.00	300.00	0.00	0.00
01 417 240 000 Operating Supplies	0.02	5,000.00	110.49	110.49	0.00	4,889.51	0.00	0.00
TOTAL - PARKING METERS	0.00	47,000.00	110.49	110.49	0.00	46,889.51	0.00	0.00
SCHOOL CROSSING GUARDS								
01 419 140 000 Salary - Staff	0.00	92,000.00	0.00	0.00	0.00	92,000.00	0.00	0.00
01 419 161 000 FICA	0.00	8,000.00	0.00	0.00	0.00	8,000.00	0.00	0.00
01 419 162 000 Unemployment Compensation	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00	0.00
01 419 191 000 Uniform Allowance	0.00	1,200.00	0.00	0.00	0.00	1,200.00	0.00	0.00
01 419 240 000 Operating Expense	0.00	0.00	88.20	0.00	0.00	(88.20)	0.00	0.00
TOTAL - SCHOOL CROSSING GUARDS	0.00	103,700.00	88.20	0.00	0.00	103,611.80	0.00	0.00
SUMMER CROSSING GUARDS								
01 420 140 000 Salary - Staff	0.00	22,000.00	0.00	0.00	0.00	22,000.00	0.00	0.00
01 420 161 000 FICA	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00
01 420 162 000 Unemployment Compensation	0.00	550.00	0.00	0.00	0.00	550.00	0.00	0.00
TOTAL - SUMMER CROSSING GUARDS	0.00	24,550.00	0.00	0.00	0.00	24,550.00	0.00	0.00
RECYCLING COLLECTION & DISPOSAL								
01 426 210 000 Office Supplies	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
01 426 325 000 Postage	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
01 426 450 000 Contracted Services--Current Refuse	2.37	20,000.00	47,314.55	46,131.59	0.00	(27,314.55)	0.00	0.00

Brentwood Borough **Treasurer's Report General Fund Expenditures** **For the Period Ending February 28, 2017**

	YTD Exp and Encum as % of Budget	Budget	YTD Expenditures and Encumbrances	Current Month	Current Encumbrances	Budget Remaining	Prior Year Exp & Encum	Prior Year Exp & Encum as % of Budget
SOLID WASTE COLLECTION & DISPOSAL								
01 426 451 000 Contracted Svc--Del Trash	0.08	580,000.00	47,171.50	514.00	0.00	532,828.50	0.00	0.00
01 426 452 000 Contracted Svc--Software Systems	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
TOTAL - RECYCLING COLLECTION & DISPOSAL	0.16	601,500.00	94,486.05	46,645.59	0.00	507,013.95	0.00	0.00
01 427 750 000 Minor Purchases	0.99	2,000.00	1,980.00	0.00	0.00	20.00	0.00	0.00
TOTAL - SOLID WASTE COLLECTION & DISPOSAL	0.99	2,000.00	1,980.00	0.00	0.00	20.00	0.00	0.00
PUBLIC WORKS DEPARTMENT								
01 430 110 000 Salary - P.W. Superintendent	0.00	142,000.00	0.00	0.00	0.00	142,000.00	0.00	0.00
01 430 140 000 Salary - Staff	0.00	470,000.00	0.00	0.00	0.00	470,000.00	0.00	0.00
01 430 141 000 Salary - Summer Part Time	0.00	29,000.00	0.00	0.00	0.00	29,000.00	0.00	0.00
01 430 153 000 Health - Disability	0.16	7,000.00	1,113.14	556.57	0.00	5,886.86	0.00	0.00
01 430 156 000 Health - Hospitalization	0.19	133,000.00	25,313.54	15,265.23	0.00	107,686.46	0.00	0.00
01 430 158 000 Life Insurance	0.16	2,500.00	394.40	197.20	0.00	2,105.60	0.00	0.00
01 430 161 000 FICA	0.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00	0.00
01 430 162 000 Unemployment Compensation	0.00	3,200.00	0.00	0.00	0.00	3,200.00	0.00	0.00
01 430 183 000 Overtime	0.00	56,000.00	0.00	0.00	0.00	56,000.00	0.00	0.00
01 430 187 000 Healthcare Benefit Buy-Back	0.00	16,000.00	0.00	0.00	0.00	16,000.00	0.00	0.00
01 430 189 000 Vacation/PTO Buy-Back	0.00	11,000.00	0.00	0.00	0.00	11,000.00	0.00	0.00
01 430 191 000 Uniform Allowance	0.15	11,000.00	1,608.88	631.00	0.00	9,391.12	0.00	0.00
01 430 192 000 Meal Allowance	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00	0.00
01 430 193 000 Training/Education	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00
01 430 210 000 Office Supplies	0.13	500.00	62.69	62.69	0.00	437.31	0.00	0.00
01 430 231 000 Vehicle Fuel	0.22	20,000.00	4,371.60	2,309.29	0.00	15,628.40	0.00	0.00
01 430 240 000 Operating Supplies	0.31	9,000.00	2,778.56	2,145.60	0.00	6,221.44	0.00	0.00
01 430 245 000 DPV - Highway Supplies	0.13	18,000.00	2,325.29	1,372.01	0.00	15,674.71	0.00	0.00
01 430 250 000 R&M Supplies	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	0.00
01 430 251 000 R&M Supplies - Vehicle Parts	0.31	20,000.00	6,294.28	3,859.50	0.00	13,705.72	0.00	0.00
01 430 314 000 Special Legal Services	0.00	8,000.00	0.00	0.00	0.00	8,000.00	0.00	0.00
01 430 317 000 Other Services	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00
01 430 321 000 Telephone	0.17	2,200.00	363.11	363.11	0.00	0.00	0.00	0.00
01 430 324 000 Wireless Telephone	0.07	3,000.00	200.31	104.99	0.00	1,895.01	0.00	0.00
01 430 325 000 Internet Services	0.05	2,000.00	104.99	104.99	0.00	1,895.01	0.00	0.00
01 430 327 000 Radio Equipment/Maintenance	0.00	800.00	0.00	0.00	0.00	800.00	0.00	0.00
01 430 361 000 Electricity	0.17	4,000.00	694.58	368.50	0.00	3,305.42	0.00	0.00
01 430 362 000 Gas	0.38	4,000.00	1,509.97	604.95	0.00	2,490.03	0.00	0.00
01 430 366 000 Water	0.17	5,000.00	838.49	(81.78)	0.00	4,161.51	0.00	0.00
01 430 374 000 R&M - Machinery & Equipment	0.29	3,000.00	861.69	0.00	0.00	2,138.31	0.00	0.00
01 430 384 000 Rental Machinery and Equipment	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
01 430 420 000 Dues Scrip Member.	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00
01 430 460 000 Meetings & Confer.	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00
01 430 700 000 Minor Purchases	0.20	5,000.00	986.92	0.00	0.00	4,013.08	0.00	0.00
TOTAL - PUBLIC WORKS DEPARTMENT	0.05	1,051,100.00	49,822.44	27,863.85	0.00	1,001,277.56	0.00	0.00
STREET SIGNS AND STREET MARKINGS								
01 433 361 000 Electricity	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00
01 433 450 000 Contracted Services	0.11	6,000.00	654.00	654.00	0.00	5,346.00	0.00	0.00
TOTAL - STREET SIGNS AND STREET MARKINGS	0.07	9,000.00	654.00	654.00	0.00	8,346.00	0.00	0.00
STREET LIGHTING								
01 434 361 000 Street Lighting	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00	0.00
TOTAL - STREET LIGHTING	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00	0.00
RECREATION								
01 451 110 000 Salary - Recreation Director	0.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00	0.00

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01 451 140 000 Salary - Temporary/Part Time	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00
01 451 161 000 FICA	0.00	2,400.00	0.00	0.00	0.00	2,400.00	0.00	0.00
01 451 162 000 Unemployment Compensation	0.00	300.00	0.00	0.00	0.00	300.00	0.00	0.00
01 451 210 000 Office Supplies	0.00	500.00	43.98	0.00	0.00	456.02	0.00	0.00
01 451 240 000 Operating Supplies	0.01	3,000.00	37.52	0.00	0.00	2,962.48	0.00	0.00
01 451 324 000 Wireless Telephone	0.00	780.00	0.00	0.00	0.00	780.00	0.00	0.00
01 451 420 000 Dues, Subscriptions, Memberships	0.08	35,000.00	2,642.50	0.00	0.00	32,357.50	0.00	0.00
01 451 450 000 Contracted Services	0.00	13,000.00	0.00	0.00	0.00	13,000.00	0.00	0.00
01 451 460 000 Meetings & Conferences	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
01 451 530 000 Contribution-Government Groups	0.00	22,000.00	0.00	0.00	0.00	22,000.00	0.00	0.00
01 451 700 000 Minor Purchases	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00
TOTAL - RECREATION	0.02	120,780.00	2,724.00	2,717.00	0.00	118,066.00	0.00	0.00
SWIMMING POOL								
01 452 140 000 Salary - Staff	0.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00	0.00
01 452 161 000 FICA	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00
01 452 162 000 Unemployment Compensation	0.00	600.00	0.00	0.00	0.00	600.00	0.00	0.00
01 452 193 000 Training/Education	0.00	600.00	0.00	0.00	0.00	600.00	0.00	0.00
01 452 240 000 Operating Supplies	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00
01 452 260 000 Concession Stand	0.00	12,000.00	0.00	0.00	0.00	12,000.00	0.00	0.00
01 452 310 000 Professional Services	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
01 452 321 000 Telephone Charges	0.00	300.00	0.00	0.00	0.00	300.00	0.00	0.00
01 452 361 000 Electricity	0.05	5,000.00	240.14	0.00	0.00	4,759.86	0.00	0.00
01 452 366 000 Water	0.05	11,000.00	524.84	215.15	0.00	10,475.16	0.00	0.00
01 452 372 000 Pool Maintenance Repairs	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00
01 452 450 000 Contracted Services	0.00	60,000.00	0.00	0.00	0.00	60,000.00	0.00	0.00
01 452 700 000 Minor Purchases	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00
TOTAL - SWIMMING POOL	0.01	133,000.00	764.98	455.29	0.00	132,235.02	0.00	0.00
CIVIC CENTER								
01 453 240 000 Operating Supplies	0.27	2,000.00	546.33	335.85	0.00	1,453.67	0.00	0.00
01 453 361 000 Electricity	0.11	5,000.00	550.50	286.75	0.00	4,449.50	0.00	0.00
01 453 362 000 Gas	0.25	4,000.00	981.66	288.06	0.00	3,018.34	0.00	0.00
01 453 372 000 Maintenance And Repairs	0.08	3,000.00	230.31	230.31	0.00	2,769.69	0.00	0.00
01 453 450 000 Contracted Services	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00
01 453 700 000 Minor Purchases	0.32	2,000.00	635.60	635.60	0.00	1,364.40	0.00	0.00
TOTAL - CIVIC CENTER	0.16	18,000.00	2,944.40	1,777.57	0.00	15,055.60	0.00	0.00
PARK								
01 454 240 000 Operating Supplies	0.06	11,000.00	624.28	515.12	0.00	10,375.72	0.00	0.00
01 454 251 000 R & M Supplies - Vehicle	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
01 454 321 000 Telephone Charges	0.00	250.00	0.00	0.00	0.00	250.00	0.00	0.00
01 454 361 000 Electricity	0.13	12,000.00	1,583.53	427.97	0.00	10,416.47	0.00	0.00
01 454 366 000 Water	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00
01 454 374 000 R&M-Machinery & Equipment	0.03	1,000.00	27.80	0.00	0.00	972.20	0.00	0.00
01 454 384 000 Rental - Machinery & Equipment	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
01 454 450 000 Contracted Service	0.08	6,000.00	450.00	0.00	0.00	5,550.00	0.00	0.00
01 454 460 000 Meetings and Conferences	0.00	300.00	0.00	0.00	0.00	300.00	0.00	0.00
01 454 700 000 Minor Purchases	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00	0.00
TOTAL - PARK	0.07	37,550.00	2,685.61	970.89	0.00	34,864.39	0.00	0.00
LIBRARY								
01 456 240 000 Operating Supplies	0.08	4,100.00	342.66	236.84	0.00	3,757.34	0.00	0.00
01 456 311 000 AUDITING Services	0.00	1,700.00	0.00	0.00	0.00	1,700.00	0.00	0.00
01 456 361 000 Electricity	0.20	13,000.00	2,566.48	944.10	0.00	10,433.52	0.00	0.00
01 456 362 000 Gas	0.25	5,000.00	1,266.56	333.78	0.00	3,733.44	0.00	0.00

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TOTAL - LIBRARY	0.24	230,700.00	54,255.41	694.07	0.00	176,444.59	0.00	0.00
01 456 366 000 Water	0.18	2,400.00	434.71	(820.65)	0.00	1,965.29	0.00	0.00
01 456 370 000 Repair & Maintenance	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00
01 456 450 000 Contracted Service	0.13	3,000.00	395.00	0.00	0.00	2,605.00	0.00	0.00
01 456 540 000 Contributions	0.25	197,000.00	49,250.00	0.00	0.00	147,750.00	0.00	0.00
01 456 700 000 Minor Purchases	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00	0.00
TOTAL - STADIUM	0.09	22,000.00	1,882.45	1,239.54	0.00	20,117.55	0.00	0.00
01 459 240 000 Operating Supplies	0.12	2,000.00	248.43	248.43	0.00	1,751.57	0.00	0.00
01 459 325 000 Internet Services	0.11	15,000.00	1,634.02	991.11	0.00	13,365.98	0.00	0.00
01 459 361 000 Electricity	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00
01 459 366 000 Water	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00
01 459 370 000 Repair & Maintenance	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00
01 459 700 000 Minor Purchases	0.09	22,000.00	1,882.45	1,239.54	0.00	20,117.55	0.00	0.00
TOTAL - ECONOMIC DEVELOPMENT	0.01	15,000.00	130.00	0.00	0.00	14,870.00	0.00	0.00
01 463 310 000 Professional Services	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	0.00
01 463 340 000 Advertising/Marketing	0.01	20,000.00	130.00	0.00	0.00	19,870.00	0.00	0.00
TOTAL - MARYLEA	0.09	4,000.00	362.02	362.02	0.00	3,637.98	0.00	0.00
01 465 314 000 Special Legal Services	0.10	1,000.00	100.50	67.00	0.00	899.50	0.00	0.00
01 465 362 000 Gas	0.16	200.00	32.22	16.11	0.00	167.78	0.00	0.00
01 465 366 000 12 Marylea Ave - Water	0.10	5,200.00	494.74	445.13	0.00	4,705.26	0.00	0.00
TOTAL - DEBT PRINCIPLE	0.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00	0.00	0.00
01 471 600 000 Tan	0.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00	0.00	0.00
TOTAL - INTEREST ON TAN	0.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00	0.00
01 472 600 000 Interest On Tan	0.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00	0.00
TOTAL - INSURANCE	0.13	388,200.00	50,704.15	25,159.80	0.00	337,495.85	0.00	0.00
01 486 351 000 Property/Casualty	0.00	85,000.00	0.00	0.00	0.00	85,000.00	0.00	0.00
01 486 352 000 Liability Insurance	0.00	26,000.00	0.00	0.00	0.00	26,000.00	0.00	0.00
01 486 354 000 Workers Compensation	0.19	260,000.00	50,319.60	25,159.80	0.00	209,680.40	0.00	0.00
01 486 355 000 Insurance Deductibles	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00	0.00
01 486 356 000 Mine Subsidence	0.00	200.00	0.00	0.00	0.00	200.00	0.00	0.00
01 486 460 000 Meetings/Conferences	0.19	2,000.00	384.55	0.00	0.00	1,615.45	0.00	0.00
TOTAL - RAD DISTRIBUTION	0.38	9,800.00	3,740.00	0.00	0.00	6,060.00	0.00	0.00
01 489 080 000 RAD Distribution	0.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00	0.00
01 489 420 000 Shacog Membership	0.93	800.00	740.00	0.00	0.00	60.00	0.00	0.00
01 489 421 000 Connect Membership	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 492 080 000 Transfer To Sanitary Sewage Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 492 095 000 Transfer - Operating Reserve Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 492 150 000 Transfer - Brently Park Init. Fund	0.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00	0.00
01 492 918 000 Transfer - Capital Improvement Fund	0.00	1,725,000.00	0.00	0.00	0.00	1,725,000.00	0.00	0.00
01 492 960 000 Transfer - Ge Pension	0.00	75,000.00	0.00	0.00	0.00	75,000.00	0.00	0.00

Brentwood Borough
Treasurer's Report General Fund Expenditures
For the Period Ending February 28, 2017

	YTD Exp and Encum as % of Budget	Budget 200,000.00	YTD Expenditures and Encumbrances	Current Month	Current Encumbrances	Budget Remaining 200,000.00	Prior Year Exp & Encum	Prior Year Exp & Encum as % of Budget
01 492 965 000 Transfer - Police Pension	0.00		0.00	0.00	0.00		0.00	0.00
TOTAL -INTERFUND TRANSFERS	0.00	2,030,000.00	0.00	0.00	0.00	2,030,000.00	0.00	0.00
BOND ISSUANCE COST								
TOTAL -BOND ISSUANCE COST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REFUND OF PRIOR YEARS REVENUE								
TOTAL -REFUND OF PRIOR YEARS REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UNRESERVED BALANCE								
TOTAL - UNRESERVED BALANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	\$ 0.06	\$ 9,389,000.00	\$ 536,306.79	\$ 169,320.83	\$ 772.67	\$ 8,852,693.21	\$ 0.00	\$ 0.00

08

**SANITARY SEWER FUND
BUDGET REPORT**

February 1 to February 28, 2017

Brentwood Borough **Treasurer's Report Sanitary Sewer Fund Expenditures** **For the Period Ending February 28, 2017**

EXPENDITURES	YTD Exp and Encum as % of Budget	Budget	YTD Expenditures and Encumbrances	Current Month	Current Encumbrances	Budget Remaining	Prior Year Exp & Encum	Prior Year Exp & Encum as % of Budget
IT/DATA PROCESSING								
08 407 454 000 General Hardware	0.00	\$ 1,000.00	\$ 0.00	0.00	0.00	\$ 1,000.00	0.00	0.00
08 407 455 000 General Software/Licenses	1.88	7,000.00	13,128.00	0.00	0.00	(6,128.00)	0.00	0.00
TOTAL - IT/DATA PROCESSING	1.64	8,000.00	13,128.00	0.00	0.00	(5,128.00)	0.00	0.00
PARKING METER ENFORCEMENT								
TOTAL - PARKING METER ENFORCEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SANITARY SEWER								
08 429 210 000 Office Supplies	0.07	\$ 1,000.00	\$ 73.19	73.19	0.00	\$ 926.81	0.00	0.00
08 429 311 000 Auditing Services	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	0.00
08 429 313 000 Engineering Services	0.06	192,000.00	11,953.25	11,953.25	0.00	180,046.75	0.00	0.00
08 429 314 000 Legal Services	0.01	20,000.00	165.00	165.00	0.00	19,835.00	0.00	0.00
08 429 316 000 Service Charges	0.08	3,000.00	232.33	232.33	0.00	2,767.67	0.00	0.00
08 429 325 000 Postage	0.01	2,000.00	18.62	18.62	0.00	1,981.38	0.00	0.00
08 429 341 000 Advertising	0.00	5,000.00	22.50	22.50	0.00	4,977.50	0.00	0.00
08 429 370 000 R&M Services	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00
08 429 372 000 O&M Plan	0.00	0.00	77,611.91	77,611.91	0.00	(77,611.91)	0.00	0.00
08 429 372 100 O&M - CCTV	2.18	35,000.00	76,450.00	0.00	76,450.00	(41,450.00)	0.00	0.00
08 429 372 200 O&M - Contract A Point Repair/Manhole Repair	0.00	110,000.00	0.00	0.00	0.00	110,000.00	0.00	0.00
08 429 372 300 O&M - Contract B Lining - Spot Lining	0.00	250,000.00	0.00	0.00	0.00	250,000.00	0.00	0.00
08 429 372 400 O&M - Special Repairs	0.00	65,000.00	0.00	0.00	0.00	65,000.00	0.00	0.00
08 429 372 500 O&M - Preventative Maintenance	0.00	40,000.00	0.00	0.00	0.00	40,000.00	0.00	0.00
08 429 450 000 Contracted Services	0.13	20,000.00	2,650.00	2,650.00	0.00	17,350.00	0.00	0.00
08 429 453 000 Contracted Services - Alcosan	0.19	1,920,000.00	373,219.68	0.00	0.00	1,546,780.32	0.00	0.00
08 429 454 000 Contracted Services	0.21	86,000.00	17,747.02	8,593.72	0.00	68,252.98	0.00	0.00
08 429 610 000 Capital Construction	0.37	200,000.00	73,672.96	2,614.00	0.00	126,327.04	0.00	0.00
08 429 700 000 Capital Purchases	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00
TOTAL - SANITARY SEWER	0.21	2,960,000.00	633,816.46	103,934.52	76,450.00	2,326,183.54	0.00	0.00
DEBT PRINCIPAL								
08 471 201 000 2005 PWSA Loan	0.98	\$ 21,000.00	\$ 20,652.06	\$ 20,652.06	\$ 0.00	\$ 347.94	\$ 0.00	\$ 0.00
08 471 202 000 2007 Pennvest Principal	0.15	183,300.00	26,727.76	11,638.50	0.00	156,572.24	0.00	0.00
TOTAL - DEBT PRINCIPAL	0.23	204,300.00	47,379.82	32,290.56	0.00	156,920.18	0.00	0.00
DEBT INTEREST								
08 472 201 000 2005 Pwsa Loan Interst	0.90	\$ 5,000.00	\$ 4,483.86	\$ 4,483.86	\$ 0.00	\$ 516.14	\$ 0.00	\$ 0.00
08 472 202 000 2007 Pennvest Interest	0.93	5,000.00	4,626.44	4,038.60	0.00	373.56	0.00	0.00
TOTAL - DEBT INTEREST	0.91	10,000.00	9,110.30	8,522.46	0.00	889.70	0.00	0.00
REFUNDS								
08 491 000 000 Refunds	0.28	\$ 5,000.00	\$ 1,404.84	\$ 1,404.84	\$ 0.00	\$ 3,595.16	\$ 0.00	\$ 0.00
TOTAL - REFUNDS	0.28	5,000.00	1,404.84	1,404.84	0.00	3,595.16	0.00	0.00
INTERFUND TRANSFERS								
08 492 018 000 Transfer To Capital Improvement	0.00	\$ 100,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100,000.00	\$ 0.00	\$ 0.00
08 492 100 000 Transfer - GJ Fund	0.00	484,000.00	0.00	0.00	0.00	484,000.00	0.00	0.00
TOTAL - INTERFUND TRANSFERS	0.00	584,000.00	0.00	0.00	0.00	584,000.00	0.00	0.00
OTHER FINANCE USES								
TOTAL - OTHER FINANCE USES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UNRESERVED BALANCE								
08 495 000 000 Unreserved Balance	0.00	\$ 2,080,800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,080,800.00	\$ 0.00	\$ 0.00
TOTAL - UNRESERVED BALANCE	0.00	2,080,800.00	0.00	0.00	0.00	2,080,800.00	0.00	0.00

Brentwood Borough
Treasurer's Report Sanitary Sewer Fund Expenditures
For the Period Ending February 28, 2017

TOTAL EXPENDITURES	YTD Exp and Encum as % of Budget	Budget	YTD Expenditures and Encumbrances	Current Month	Current Encumbrances	Budget Remaining	Prior Year Exp & Encum	Prior Year Exp & Encum as % of Budget
	0.12	\$ 5,852,100.00	\$ 704,839.42	\$ 146,152.38	\$ 76,450.00	\$ 5,147,260.58	\$ 0.00	\$ 0.00

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CAPITAL IMPROVEMENT FUND BUDGET REPORT

February 1 to February 28, 2017

Brentwood Borough
Mayor's Report Capital Improvement Fund Expenditures
For the Period Ending February 28, 2017

		YTD Exp and Encum as % of Budget	Budget	YTD Expenditures and Encumbrances	Current Month	Current Encumbrances	Budget Remaining	Prior Year Exp & Encum	Prior Year Exp & Encum as % of Budget
EXPENDITURES									
FINANCE									
TOTAL - FINANCE									
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IT/DATA PROCESSING									
18 407 455 000 General Software/Licenses									
		0.93	\$ 34,000.00	\$ 31,762.25	\$ 3,078.25	\$ 0.00	\$ 2,237.75	\$ 0.00	\$ 0.00
TOTAL - IT/DATA PROCESSING									
		0.93	\$ 34,000.00	\$ 31,762.25	\$ 3,078.25	\$ 0.00	\$ 2,237.75	\$ 0.00	\$ 0.00
BOROUGH BUILDING									
18 409 313 000 Engineer & Architectural Services									
		0.00	\$ 235,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 235,000.00	\$ 0.00	\$ 0.00
18 409 745 000 Borough Building Demolition - 10 Maylela									
		0.00	\$ 35,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 35,000.00	\$ 0.00	\$ 0.00
TOTAL - BOROUGH BUILDING									
		0.00	\$ 270,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 270,000.00	\$ 0.00	\$ 0.00
POLICE DEPARTMENT									
18 410 700 000 Minor Purchases									
		0.07	\$ 20,000.00	\$ 1,426.50	\$ 1,426.50	\$ 0.00	\$ 18,573.50	\$ 0.00	\$ 0.00
18 410 742 000 Police Vehicle Purchase									
		0.55	\$ 50,000.00	\$ 27,521.00	\$ 0.00	\$ 27,521.00	\$ 22,479.00	\$ 0.00	\$ 0.00
TOTAL - POLICE DEPARTMENT									
		0.41	\$ 70,000.00	\$ 28,947.50	\$ 1,426.50	\$ 27,521.00	\$ 41,052.50	\$ 0.00	\$ 0.00
PLANNING AND ZONING									
TOTAL - PLANNING AND ZONING									
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS DEPARTMENT									
18 430 700 000 Sign Management									
		0.00	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	\$ 0.00	\$ 0.00
TOTAL - PUBLIC WORKS DEPARTMENT									
		0.00	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	\$ 0.00	\$ 0.00
STREET SIGNS AND STREET MARKINGS									
18 433 313 000 Engineering - Engineering									
		0.00	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	\$ 0.00
18 433 610 000 Traffic Calming Devices									
		0.00	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	\$ 0.00	\$ 0.00
18 433 700 000 Minor Purchases									
		0.79	\$ 146,000.00	\$ 115,032.66	\$ 115,032.66	\$ 0.00	\$ 30,967.34	\$ 0.00	\$ 0.00
TOTAL - STREET SIGNS AND STREET MARKINGS									
		0.68	\$ 168,000.00	\$ 115,032.66	\$ 115,032.66	\$ 0.00	\$ 52,967.34	\$ 0.00	\$ 0.00
CONSTRUCTION									
18 439 313 000 Engineering Svcs									
		0.00	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	\$ 0.00
18 439 610 000 General Const, Sidewalk Cost Sharing									
		0.00	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50,000.00	\$ 0.00	\$ 0.00
Repair Policy									
18 439 618 000 Shacog -CD40-Brownsville Road Ada Ramps									
		0.00	\$ 400,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400,000.00	\$ 0.00	\$ 0.00
18 439 619 000 2015 Roadway Rehabilitation Projects									
		0.00	\$ 0.00	\$ 7,922.50	\$ 3,922.50	\$ 0.00	\$ (7,922.50)	\$ 0.00	\$ 0.00
TOTAL - CONSTRUCTION									
		0.02	\$ 460,000.00	\$ 7,922.50	\$ 3,922.50	\$ 0.00	\$ 452,077.50	\$ 0.00	\$ 0.00
SWIMMING POOL									
18 452 313 000 Engineering Svcs									
		0.14	\$ 50,000.00	\$ 6,842.90	\$ 6,842.90	\$ 0.00	\$ 43,157.10	\$ 0.00	\$ 0.00
18 452 611 000 Pool Improvements									
		0.00	\$ 414,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 414,000.00	\$ 0.00	\$ 0.00
TOTAL - SWIMMING POOL									
		0.01	\$ 464,000.00	\$ 6,842.90	\$ 6,842.90	\$ 0.00	\$ 457,157.10	\$ 0.00	\$ 0.00
CIVIC CENTER									
TOTAL - CIVIC CENTER									
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PARK									
18 454 611 000 Phase III Construction-Misc									
		0.07	\$ 300,000.00	\$ 21,768.36	\$ 9,207.98	\$ 0.00	\$ 278,231.64	\$ 0.00	\$ 0.00
18 454 700 000 Park Improvements									
		0.00	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	\$ 0.00	\$ 0.00
TOTAL - PARK									
		0.07	\$ 320,000.00	\$ 21,768.36	\$ 9,207.98	\$ 0.00	\$ 298,231.64	\$ 0.00	\$ 0.00

Brentwood Borough
Treasurer's Report Capital Improvement Fund Expenditures
For the Period Ending February 28, 2017

	YTD Exp and Encum as % of Budget	Budget	YTD Expenditures and Encumbrances	Current Month	Current Encumbrances	Budget Remaining	Prior Year Exp & Encum	Prior Year Exp & Encum as % of Budget
DEBT PRINCIPAL								
18 471 202 000 2012/2007 Gob Principal	0.00	\$ 225,000.00	\$ 0.00	0.00	0.00	\$ 225,000.00	0.00	0.00
18 471 203 000 2009 Energy Savings Equip.	0.00	24,000.00	0.00	0.00	0.00	24,000.00	0.00	0.00
18 471 204 000 2013 Lease-Dpw Backhoe	0.95	10,000.00	9,469.96	9,469.96	0.00	530.04	0.00	0.00
18 471 205 000 2013 Gob Principal - Dpw	0.00	165,000.00	0.00	0.00	0.00	165,000.00	0.00	0.00
18 471 206 000 DPW Trucks	0.00	42,000.00	0.00	0.00	0.00	42,000.00	0.00	0.00
18 471 207 000 2015 Lease Hvac Equip	0.00	12,000.00	0.00	0.00	0.00	12,000.00	0.00	0.00
18 471 208 000 2017 Lease - Dpw Truck	0.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	0.00
TOTAL - DEBT PRINCIPAL	0.02	498,000.00	9,469.96	9,469.96	0.00	488,530.04	0.00	0.00
DEBT INTEREST								
18 472 202 000 2012/2007 Gob Interest	0.49	\$ 69,000.00	\$ 34,009.38	\$ 34,009.38	\$ 0.00	\$ 34,990.62	\$ 0.00	0.00
18 472 203 000 2009 Energy Savings Equip. Int.	0.00	9,000.00	0.00	0.00	0.00	9,000.00	0.00	0.00
18 472 204 000 2013 Lease-Dpw Backhoe	0.00	0.00	110.44	110.44	0.00	(110.44)	0.00	0.00
18 472 205 000 2015 GOB Interest	0.50	158,000.00	78,663.13	78,663.13	0.00	79,336.87	0.00	0.00
18 472 206 000 DPW Interest	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00
18 472 207 000 2015 Lease Hvac Equip Int	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00
TOTAL - DEBT INTEREST	0.47	240,000.00	112,782.95	112,782.95	0.00	127,217.05	0.00	0.00
INTERFUND TRANSFERS								
TOTAL - INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UNRESERVED BALANCE								
18 495 000 000 Unreserved Balance	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00
TOTAL EXPENDITURES	0.13	\$ 2,539,000.00	\$ 334,529.08	\$ 261,763.70	\$ 27,521.00	\$ 2,204,470.92	\$ 0.00	0.00

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**HIGHWAY AID FUND
BUDGET REPORT**

February 1 to February 28, 2017

Brentwood Borough
Treasurer's Report Highway Aid Fund Expenditures
For the Period Ending February 28, 2017

	YTD Exp and Encum as % of Budget	Budget	YTD Expenditures and Encumbrances	Current Month	Current Encumbrances	Budget Remaining	Prior Year Exp & Encum	Prior Year Exp & Encum as % of Budget
EXPENDITURES								
<u>GAIN (LOSS) SALE OF INVESTMENTS</u>								
<u>SNOW AND ICE REMOVAL</u>								
35 432 245 000 Dpw - Highway Supplies	0.00	\$ 117,840.00	\$ 0.00	0.00	\$ 0.00	\$ 117,840.00	0.00	0.00
TOTAL - SNOW AND ICE REMOVAL	0.00	117,840.00	0.00	0.00	0.00	117,840.00	0.00	0.00
<u>STREET SIGNS AND STREET MARKINGS</u>								
35 433 361 000 Electric - Traffic Signals	0.00	\$ 4,000.00	\$ 0.00	0.00	\$ 0.00	\$ 4,000.00	0.00	0.00
35 433 374 000 Repairs-Traffic Signals	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00
TOTAL - STREET SIGNS AND STREET MARKINGS	0.00	4,500.00	0.00	0.00	0.00	4,500.00	0.00	0.00
<u>STREET LIGHTING</u>								
35 434 361 000 Street Lighting	0.00	\$ 115,000.00	\$ 0.00	0.00	\$ 0.00	\$ 115,000.00	0.00	0.00
35 434 700 000 Minor Purchases	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00
TOTAL - STREET LIGHTING	0.00	118,000.00	0.00	0.00	0.00	118,000.00	0.00	0.00
TOTAL EXPENDITURES	0.00	240,340.00	\$ 0.00	0.00	\$ 0.00	240,340.00	0.00	0.00

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**EMPLOYEE PENSION FUND
BUDGET REPORT**

February 1 to February 28, 2017



HUNTINGTON
PR Administrator's Report

Run on 3/9/2017 9:36:00 AM

Start Date: 02/01/2017

End Date: 02/28/2017

Plan#: 15448
Plan Name: BRENTWOOD-EMP

Gross Amount	Fed With	Ded 2	Ded 3	Ded 4	Net
2,439.66	351.72	0.00	0.00	0.00	2,087.94

Total Participants	Status	YTD Gross	YTD Net
1	ACTIVE	7,034.43	5,979.27
1	BENEFICIARY	284.55	284.55

Participant	Gross Amount	Fed With	Ded 2	Ded 3	Ded 4	Net Amount
ACTIVE						
Employer: 256000287			BRENTWOOD BORO			
HERZBERGER, VON	2,344.81	351.72	0.00	0.00	0.00	1,993.09
BENEFICIARY			BRENTWOOD BORO			
Employer: 256000287						
WILLIAMS EUNICE	94.85	0.00	0.00	0.00	0.00	94.85

Brentwood Borough
Treasurer's Report Employee Pension Fund Expenditures
For the Period Ending February 28, 2017

EXPENDITURES	YTD Exp and Encum as % of Budget	Budget	YTD Expenditures and Encumbrances	Current Month	Current Encumbrances	Budget Remaining	Prior Year Exp & Encum	Prior Year Exp & Encum as % of Budget
<u>FISCAL AGENT FEES</u>								
60 475 000 000 Administrative Fees	\$ 0.00	\$ 0.00	\$ 192,403.20	\$ 0.00	\$ 0.00	\$ (192,403.20)	\$ 0.00	\$ 0.00
60 475 317 000 Trustee fee	0.00	0.00	280.82	67.65	0.00	(280.82)	0.00	0.00
TOTAL - FISCAL AGENT FEES	0.00	0.00	192,684.02	67.65	0.00	(192,684.02)	0.00	0.00
<u>MISCELLANEOUS EXPENDITURE</u>								
TOTAL - MISCELLANEOUS EXPENDITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>PENSION PAYMENTS</u>								
60 487 000 000 Pension Payments Byrments	\$ 0.00	\$ 0.00	\$ 4,175.88	\$ 2,087.94	\$ 0.00	\$ (4,175.88)	\$ 0.00	\$ 0.00
TOTAL - PENSION PAYMENTS	0.00	0.00	4,175.88	2,087.94	0.00	(4,175.88)	0.00	0.00
<u>REFUND OF MEMBER CONTRIBUTIONS</u>								
TOTAL - REFUND OF MEMBER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>REFUNDS</u>								
TOTAL - REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>INTERFUND TRANSFERS</u>								
TOTAL - INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	\$ 0.00	\$ 0.00	\$ 196,859.90	\$ 2,155.59	\$ 0.00	\$ (196,859.90)	\$ 0.00	\$ 0.00

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**POLICE PENSION FUND
BUDGET REPORT**

February 1 to February 28, 2017

Brentwood Borough
Treasurer's Report Police Pension Fund Expenditures
For the Period Ending February 28, 2017

EXPENDITURES	YTD Exp and Encum as % of Budget	Budget	YTD Expenditures and Encumbrances	Current Month	Current Encumbrances	Budget Remaining	Prior Year Exp & Encum	Prior Year Exp & Encum as % of Budget
<u>FISCAL AGENT FEES</u>								
65 475 000 000 Administrative Fees	\$ 0.00	\$ 0.00	\$ 5,304.48	\$ 630.00	\$ 0.00	\$ (5,304.48)	\$ 0.00	\$ 0.00
65 475 317 000 Trustee fees	0.00	0.00	3,306.00	224.02	0.00	(3,306.00)	0.00	0.00
TOTAL - FISCAL AGENT FEES	0.00	0.00	8,610.48	854.02	0.00	(8,610.48)	0.00	0.00
<u>MISCELLANEOUS EXPENDITURE</u>								
TOTAL - MISCELLANEOUS EXPENDITURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>PENSION PAYMENTS</u>								
65 487 000 000 Pension Payments	\$ 0.00	\$ 0.00	\$ 359,270.65	\$ 336,148.11	\$ 0.00	\$ (359,270.65)	\$ 0.00	\$ 0.00
TOTAL - PENSION PAYMENTS	0.00	0.00	359,270.65	336,148.11	0.00	(359,270.65)	0.00	0.00
<u>REFUNDS</u>								
TOTAL - REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>INTERFUND TRANSFERS</u>								
TOTAL - INTERFUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	\$ 0.00	\$ 0.00	\$ 367,881.13	\$ 337,002.13	\$ 0.00	\$ (367,881.13)	\$ 0.00	\$ 0.00



HUNTINGTON
PR Administrator's Report

Run on 3/8/2017 3:42:39 PM

Start Date: 02/01/2017

End Date: 02/28/2017

Plan#: 15449
Plan Name: BRENTWOOD-POLICE

Gross Amount	Fed With	Ded 2	Ded 3	Ded 4	Net
24,763.22	2,152.72	0.00	0.00	0.00	22,610.50

Total Participants	Status	YTD Gross	YTD Net
5	ACTIVE	45,336.72	41,201.47
5	BENEFICIARY	12,048.42	10,880.88
2	DISABLED	16,904.52	15,901.02

Participant	Gross Amount	Fed With	Ded 2	Ded 3	Ded 4	Net Amount
ACTIVE	Employer: 256000287 BRENTWOOD BORO					
CAPUTO, FRANK	2,667.42	150.00	0.00	0.00	0.00	2,517.42
MULHOLLAND, MILT	2,245.57	178.00	0.00	0.00	0.00	2,067.57
SWINNEY, GEORGE	2,999.31	410.00	0.00	0.00	0.00	2,589.31
VICKLESS, ROBERT	2,544.45	179.00	0.00	0.00	0.00	2,365.45
VOJTAS, JOHN	4,655.49	512.04	0.00	0.00	0.00	4,143.45
BENEFICIARY	Employer: 256000287 BRENTWOOD BORO					
FOYLE, SANDRA	829.18	129.18	0.00	0.00	0.00	700.00
HARTSHORN, RITA	1,113.98	125.00	0.00	0.00	0.00	988.98
KLEINSMITH, ELIZ	1,060.46	25.00	0.00	0.00	0.00	1,035.46
MCDONALD, ANGELA	100.00	0.00	0.00	0.00	0.00	100.00
ZEYBEL, CAROL	912.52	110.00	0.00	0.00	0.00	802.52
DISABLED	Employer: 256000287 BRENTWOOD BORO					
HARDING, SCOTT	2,940.28	0.00	0.00	0.00	0.00	2,940.28
NORT, JOHN	2,694.56	334.50	0.00	0.00	0.00	2,360.06



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 10.c.
ACTION ITEM

SUBJECT: Consider ratifying the payment of bills from February 1 through February 28, 2017. [ACTION ITEM]

DATE: March 20, 2017

PRESENTED BY: MRS. SUSAN TOTH
FINANCE/HR DIRECTOR

SUMMARY:

This is associated with the Borough's Monthly Expenditures.

BUDGET IMPACT:

Various Budget Line Items

1. *General Fund in the amount of \$202,058.84*
2. *Sanitary Sewer Fund in the amount of \$126,174.48*
3. *Capital Improvement Fund in the amount of \$262,093.70*
4. *Liquid Fuels Fund in the amount of \$0.00*
5. *Non-Uniform Pension Fund in the amount of \$2,822.31*
6. *Police Pension Fund in the amount of \$338,327.81*

RECOMMENDATION:

Ratify payment of the February 2017 expenditures.

PROS:

N/A

CONS:

N/A

ATTACHMENTS:

Description

February Bills t

Upload Date

3/20/2017

Type

Cover Memo

LIST OF BILLS TO BE RATIFIED

**FEBRUARY 1 TO
FEBRUARY 28, 2017**

01

**GENERAL FUND
LIST OF EXPENDITURES TO
BE RATIFIED**

**FEBRUARY 01 TO
FEBRUARY 28, 2017**

\$202,058.84

Brentwood Borough

Page: 1

A/P Distribution from 2/01/2017 to 2/28/2017

Account	Vendor	Invoice Date	Invoice	A/P Due Date	Description	A/P Owed
01 130 350 000 Due From Highway Aid Fund						
[10091]	Cargill, Incorporated	2/01/2017	2903188171	2/03/2017	salt	17,421.59
[10091]	Cargill, Incorporated	1/12/2017	2903192234	2/03/2017	salt	4,879.41
[10139]	Duquesne Light	2/06/2017	Feb0524420000	2/17/2017		79.74
[10139]	Duquesne Light	2/06/2017	Feb0996810000	2/17/2017		112.69
[10139]	Duquesne Light	2/06/2017	Feb4785410000	2/17/2017		148.63
[10139]	Constellation Newenergy, Inc.	1/28/2017	Jan 0037593652	2/03/2017		227.77
[10139]	Duquesne Light	1/27/2017	Jan2980660000	2/10/2017		8,815.61
[10139]	Duquesne Light	1/31/2017	Jan9090660000	2/10/2017		609.24
01 130 350 000 Due From Highway Aid Fund Total						32,294.68
01 301 300 000 R.E. Taxes-Delinq.						
[10085]	Brentwood School District	2/23/2017	Bren2017-94	2/24/2017	Del RE taxes pd to Borough in error.	1,206.96
01 342 200 000 Recreation Center						1,206.96
	Christy Ehrlich	2/12/2017	Bren2017-78	2/17/2017	Deposit refund	150.00
	Brentwood Educational Association	2/21/2017	Bren2017-88	2/24/2017	Civic Ctr Deposit Refund	150.00
01 342 200 000 Recreation Center Total						300.00
01 342 300 000 Community Center						
	Marie Malehz	2/22/2017	Bren2017-91	2/24/2017	Community Room,	150.00
01 342 300 000 Community Center Total						150.00
01 367 300 000 Recreation Program Fees						
[11054]	Shannon, Shawna	2/21/2017	Bren2017-89	2/24/2017	ZUMBA	166.60
01 367 300 000 Recreation Program Fees Total						166.60
01 400 460 000 Meetings & Confer						
[10388]	Seven Springs Mountain Resort	2/16/2017	Bren2017-81	2/17/2017	AJ Doyle	516.00
01 400 460 000 Meetings & Confer Total						516.00
01 401 460 000 Meetings & Confer						
[10388]	Seven Springs Mountain Resort	2/02/2017	Bren2017-61	2/02/2017	8BK5L9, 8BK5L4, 8BK5L8	516.00
01 401 460 000 Meetings & Confer Total						516.00
01 402 312 000 Actuarial Services						
	Mockenhaupt Benefits Group	9/20/2016	33914	2/24/2017		3,500.00
01 402 312 000 Actuarial Services Total						3,500.00
01 403 305 000 Del R.E. Tax Commission						
[10220]	Jordan Tax Service	2/06/2017	2-c-#10	2/10/2017		1,188.84
01 403 305 000 Del R.E. Tax Commission Total						1,188.84
01 403 309 000 LST Collection Commission						
[10220]	Jordan Tax Service	2/09/2017	2-c-#81	2/17/2017		149.61
01 403 309 000 LST Collection Commission Total						149.61
01 403 314 000 Special Legal Services						
[10455]	Tucker Arensberg, P.C.	1/25/2017	Bren2017-59	2/03/2017		52.50
[10455]	Tucker Arensberg, P.C.	2/16/2017	Bren2017-84	2/20/2017		210.00
01 403 314 000 Special Legal Services Total						262.50
01 403 450 000 Contracted Services						
[10239]	Logi - Tek	2/01/2017	217025	2/03/2017		1,200.00
01 403 450 000 Contracted Services Total						1,200.00
01 404 317 000 Solicitor (Hourly)						
[10103]	Cohen & Grigsby, P.C.	1/24/2017	528994-Dec	2/03/2017		1,590.00
[10103]	Cohen & Grigsby, P.C.	1/24/2017	528995-Dec	2/03/2017		429.00
[10103]	Cohen & Grigsby, P.C.	1/24/2017	528998-Dec	2/03/2017	Fwd Brentwood Prop	105.00
[10455]	Tucker Arensberg, P.C.	2/15/2017	535660	2/24/2017	Jan---llens, bankruptcy	794.00

Brentwood Borough

A/P Distribution from 2/01/2017 to 2/28/2017

Account	Vendor	Invoice Date	Invoice	A/P Due Date	Description	A/P Owed
[10455] Tucker Arensberg, P.C.		2/15/2017	535691	2/24/2017	Jan--TAN, GE Liq Lic	752.00
[10455] Tucker Arensberg, P.C.		2/15/2017	535692	2/24/2017	Jan Fwd Brentwood Properties	297.50
01 404 341 000 Advertising			01 404 317 000 Solicitor (Hourly) Total			3,967.50
[10352] Pittsburgh Post Gazette		1/31/2017	1087886	2/17/2017	Public Hearing Liq Lic.	1,603.80
[10451] Tribune - Review		1/26/2017	1836963	2/03/2017		22.50
[10451] Tribune - Review		2/09/2017	1841291	2/17/2017		22.50
[10451] Tribune - Review		2/09/2017	1841307	2/17/2017	Stop sign ord	22.50
01 405 153 000 Health - Disability			01 404 341 000 Advertising Total			1,671.30
[10408] Standard Insurance Company		2/13/2017	Brent2017-90	2/24/2017		136.74
01 405 156 000 Health - Hospitalization			01 405 153 000 Health - Disability Total			136.74
[10146] Employer - Teamsters Local 205 Welfare		2/03/2017	Brent2017-60	2/03/2017		195.00
[10312] PA Municipal Health Insurance Cooperative		2/01/2017	Brent2017-68	2/14/2017		2,792.80
01 405 158 000 Life Insurance			01 405 156 000 Health - Hospitalization Total			2,987.80
[10408] Standard Insurance Company		2/13/2017	Brent2017-90	2/24/2017		34.00
01 405 168 000 Employee Retirement Benefits			01 405 158 000 Life Insurance Total			34.00
[10408] Standard Insurance Company		2/13/2017	Brent2017-90	2/24/2017		3.40
01 405 210 000 Office Supplies			01 405 168 000 Employee Retirement Benefits Total			3.40
[10409] Staples Contract And Commercial Inc.		1/26/2017	1746407991	2/24/2017	toner cartridge, white out	222.06
[10409] Staples Contract And Commercial Inc.		1/26/2017	1746778141	2/24/2017	printer stand	58.89
[10409] Staples Contract And Commercial Inc.		2/10/2017	1757435001	2/24/2017	Paper	20.99
01 405 231 000 Vehicle Fuel			01 405 210 000 Office Supplies Total			301.94
[484] Zboyovsky, George		1/30/2017	Brent2017-54	2/03/2017	APMM Conf Expenses	42.80
01 405 321 000 Telephone Charges			01 405 231 000 Vehicle Fuel Total			42.80
[10106] Comcast		2/09/2017	Feb899320879	2/17/2017		115.53
01 405 384 000 Rental - Machinery & Equipment			01 405 321 000 Telephone Charges Total			115.53
[10159] Ford Business Machines, Inc.		1/26/2017	208041	2/10/2017		380.00
[10233] Leaf		1/25/2017	7117778	2/03/2017		521.70
01 405 420 000 Dues Subscriptions, Memb			01 405 384 000 Rental - Machinery & Equipment Total			901.70
[10340] Pennsylvania Municipal League		2/01/2017	40787	2/10/2017		515.00
01 405 450 000 Contracted Services			01 405 420 000 Dues Subscriptions, Memb Total			515.00
Industrial Appraisal Company		1/01/2017	0800500-2017	2/17/2017		440.00
Industrial Appraisal Company		2/13/2017	Brent2017-70	2/17/2017		270.00
01 405 460 000 Meetings & Confer.			01 405 450 000 Contracted Services Total			710.00
[484] Zboyovsky, George		1/30/2017	Brent2017-54	2/03/2017	APMM Conf Expenses	471.51
[10388] Seven Springs Mountain Resort		2/02/2017	Brent2017-61	2/02/2017	8BK5L9, 8BK5L4, 8BK5L8	516.00
[10075] Brentwood Baldwin Whitehall Chamber		2/20/2017	Brent2017-85	2/24/2017	March 2 Chamber Luncheon	40.00
			01 405 460 000 Meetings & Confer. Total			1,027.51

Brentwood Borough

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A/P Distribution from 2/01/2017 to 2/28/2017

Account	Vendor	Invoice Date	Invoice	A/P Due Date	Description	A/P Owed
01 407 453 000 Web Design/Maintenance	Data Blueprints, LLC	2/03/2017	4274	2/10/2017		59.95
						59.95
01 408 313 000 Engineering Services	[10430] The Gateway Engineers, Inc. [10430] The Gateway Engineers, Inc. [10430] The Gateway Engineers, Inc.	1/13/2017 1/13/2017 1/13/2017	238032 238033 238044	2/03/2017 2/03/2017 2/03/2017	MS4 Program General work General Work	401.25 163.75 110.00
						675.00
01 409 240 000 Operating Supplies	[10437] Three Brothers Plumbing [10437] Three Brothers Plumbing [10250] Mcnannus Merchants [10222] Keener Hardware	1/04/2017 1/18/2017 2/08/2017 2/01/2017	32426 32548 83633 Brent2017-75	2/17/2017 2/17/2017 2/17/2017 2/17/2017	valve repair kit towels, TP, liners	39.84 30.89 203.64 42.01
						316.38
01 409 325 000 Internet Service	[10106] Comcast	2/09/2017	Feb899320879	2/17/2017		159.90
						159.90
01 409 361 000 Electricity	[10113] Constellation Newenergy, Inc.	1/28/2017	Jan 0037593652	2/03/2017		1,305.80
						1,305.80
01 409 362 000 Gas	[10344] Peoples	2/08/2017	Feb200006711291	2/17/2017		295.37
						295.37
01 409 366 000 Water	[10336] Pennsylvania American Water [10336] Pennsylvania American Water [10336] Pennsylvania American Water	2/08/2017 2/09/2017 2/16/2017	Feb102410035665156 Feb1024210036738088 Mar1024210036738088	2/17/2017 2/24/2017 2/24/2017		127.38 105.97 213.53
						446.88
01 409 450 000 Contracted Services	Uni-First Corporation Uni-First Corporation [10436] Third Generation of Pennsylvania	2/13/2017 1/30/2017 2/16/2017	074 5220074 0745214996 23983	2/17/2017 2/03/2017 2/24/2017	Fixed X112 & X115	47.43 48.16 160.00
						255.59
01 410 153 000 Health - Disability	[10408] Standard Insurance Company	2/13/2017	Brent2017-90	2/24/2017		1,021.36
						1,021.36
01 410 156 000 Health - Hospitalization	[10146] Employer - Teamsters Local 205 Welfare [10312] PA Municipal Health Insurance Cooperative	2/03/2017 2/01/2017	Brent2017-60 Brent2017-68	2/03/2017 2/14/2017		845.00 13,526.19
						14,371.19
01 410 158 000 Life Insurance	[10408] Standard Insurance Company	2/13/2017	Brent2017-90	2/24/2017		353.60
						353.60
01 410 168 000 Retiree Benefits	[10146] Employer - Teamsters Local 205 Welfare [10312] PA Municipal Health Insurance Cooperative [10408] Standard Insurance Company	2/03/2017 2/01/2017 2/13/2017	Brent2017-60 Brent2017-68 Brent2017-90	2/03/2017 2/14/2017 2/24/2017		195.00 3,403.11 25.50
						3,623.61
01 410 191 000 Uniforms	[10278] North Eastern Uniforms & Equipment Inc.	1/25/2017	35134	2/03/2017		240.00

Brentwood Borough

A/P Distribution from 2/01/2017 to 2/28/2017

Account	Vendor	Invoice Date	Invoice	A/P Due Date	Description	A/P Owed
[10278] North Eastern Uniforms & Equipment Inc.		1/26/2017	35152	2/03/2017	Swick	74.99
[10278] North Eastern Uniforms & Equipment Inc.		2/13/2017	35352	2/17/2017	Mikelonis--Molle Carrier	240.00
[10278] North Eastern Uniforms & Equipment Inc.		12/27/2016	35384	2/17/2017	Delallo	356.99
[657] Wagner, Farrell S		2/15/2017	Bren2017-74	2/17/2017	2016 Uniform Allowance	325.63
01 410 193 000 Training/Education			01 410 191 000 Uniforms Total			1,237.61
[10278] North Eastern Uniforms & Equipment Inc.		12/27/2016	35383	2/17/2017	Mulholland	72.00
[10432] The Penn State University		12/05/2016	62384	2/17/2017	POSIT Training--4 officers	2,860.00
01 410 210 000 Office Supplies			01 410 193 000 Training/Education Total			2,932.00
[358] Zeppuhar, Adam R		2/16/2017	Bren2017-79	2/17/2017	paper for Naloxone policy	19.25
[10480] W. B. Mason Company, Inc.		1/25/2017	141231477	2/03/2017	coffee, post its	69.94
[10480] W. B. Mason Company, Inc.		1/26/2017	141260277	2/17/2017	Twizzlers & post its	46.27
[10480] W. B. Mason Company, Inc.		1/27/2017	141326265	2/17/2017	Post it	13.79
[10480] W. B. Mason Company, Inc.		2/02/2017	141473845	2/17/2017	stamper	25.99
[10480] W. B. Mason Company, Inc.		2/10/2017	141705307	2/24/2017	file folders, envelopes	80.97
01 410 231 000 Vehicle Fuel			01 410 210 000 Office Supplies Total			256.21
[10486] WEX Bank		1/31/2017	48488628	2/03/2017		1,238.13
[365] Mikelonis, Gerald M		2/06/2017	Bren2017-65	2/10/2017	Patches	14.98
[064] Delallo, Matthew E		2/06/2017	Bren2017-66	2/10/2017		22.47
[085] Fisher, Michael M		2/01/2017	Bren2017-72	2/17/2017	MIST training	18.84
[064] Delallo, Matthew E		2/10/2017	Bren2017-73	2/17/2017	Court	7.49
01 410 240 000 Operating Supplies			01 410 231 000 Vehicle Fuel Total			1,301.91
[358] Zeppuhar, Adam R		1/26/2017	Bren2017-62	2/10/2017		573.00
01 410 242 000 Police Protection Services			01 410 240 000 Operating Supplies Total			573.00
[10417] Taser International		2/09/2017	S11469294	2/17/2017		71.34
01 410 245 000 Crime Scene Supplies			01 410 242 000 Police Protection Services Total			71.34
Evident, Inc.		1/25/2017	114801a	2/03/2017	Evidence tubes	45.37
01 410 251 000 R&M Vehicle Parts			01 410 245 000 Crime Scene Supplies Total			45.37
[10219] John Varney Tire & Auto Center		1/06/2017	75211	2/17/2017	2016 Ford Explorer	113.59
[10219] John Varney Tire & Auto Center		1/17/2017	75295	2/17/2017	2014 Ford Expedition	342.48
01 410 317 000 OTHER Services			01 410 251 000 R&M Vehicle Parts Total			456.07
[10103] Cohen & Grigsby, P.C.		1/24/2017	528996-Dec	2/03/2017		232.00
01 410 321 000 Telephone			01 410 317 000 OTHER Services Total			232.00
[10112] Consolidated Communications		2/16/2017	Feb4128822524	2/24/2017		13.00
01 410 324 000 Wireless Telephone			01 410 321 000 Telephone Total			13.00
[10405] Sprint		1/12/2017	631922397-097-B	2/03/2017		86.85
[10405] Sprint		2/12/2017	631922397-098	2/17/2017		86.85
[10405] Sprint		1/27/2017	712299945-032	2/03/2017		207.56
01 410 324 000 Wireless Telephone Total			01 410 324 000 Wireless Telephone Total			381.26

Brentwood Borough

A/P Distribution from 2/01/2017 to 2/28/2017

Account	Vendor	Invoice Date	Invoice	A/P Due Date	Description	A/P Owed
01 410 384 000 Rental - Machinery & Equipment						
[10226] Konica Minolta Bus Solution		1/31/2017	29774335	2/03/2017		433.52
						<u>433.52</u>
01 410 400 000 Court Costs						
[365] Mikelonis, Gerald M		2/06/2017	Bren2017-65	2/10/2017		28.00
[064] Delallo, Matthew E		2/06/2017	Bren2017-66	2/10/2017		36.00
						<u>64.00</u>
01 410 420 000 Dues Scrip & Membr.						
Pennsylvania Chiefs of Police Assoc.		1/30/2017	7438	2/03/2017		150.00
[358] Zeppuhar, Adam R		1/26/2017	Bren2017-62	2/10/2017	Patches	250.00
						<u>400.00</u>
01 410 450 000 Contracted Services						
[10380] S & D Calibration Services		2/14/2017	4238	2/17/2017		47.50
[10230] Lautamus Communications, Inc.		2/01/2017	78305	2/17/2017		450.00
						<u>497.50</u>
01 410 460 000 Meetings & Conf.						
[10388] Seven Springs Mountain Resort		2/02/2017	Bren2017-61	2/02/2017	8BKSL9, 8BKSL4, 8BKSL8	516.00
[10075] Brentwood Baldwin Whitehall Chamber		2/20/2017	Bren2017-85	2/24/2017	March 2 Chamber Luncheon	20.00
						<u>536.00</u>
01 410 750 000 Minor Purchases						
[10223] Keystone Material Handling		2/16/2017	112668	2/24/2017		216.50
[10223] Keystone Material Handling		2/16/2017	112668	2/24/2017	cabinet & hutch	370.30
						<u>586.80</u>
01 411 231 000 Vehicle Fuel						
[10486] WEX Bank		1/31/2017	48488628	2/03/2017		508.88
						<u>508.88</u>
01 411 363 000 Hydrant Service						
[10336] Pennsylvania American Water		2/01/2017	Feb1024210037062784	2/10/2017		2,752.65
						<u>2,752.65</u>
01 412 231 000 Vehicle Fuel						
[10486] WEX Bank		1/31/2017	48488628	2/03/2017		1,156.81
						<u>1,156.81</u>
01 412 325 000 Internet						
[10106] Comcast		2/09/2017	Feb899320879245	2/17/2017		6.34
						<u>6.34</u>
01 414 153 000 Health - Disability						
[10408] Standard Insurance Company		2/13/2017	Bren2017-90	2/24/2017		95.41
						<u>95.41</u>
01 414 156 000 Health - Hospitalization						
[10146] Employer - Teamsters Local 205 Welfare		2/03/2017	Bren2017-60	2/03/2017		130.00
[10312] PA Municipal Health Insurance Cooperative		2/01/2017	Bren2017-68	2/14/2017		1,658.43
						<u>1,788.43</u>
01 414 158 000 Life Insurance						
[10408] Standard Insurance Company		2/13/2017	Bren2017-90	2/24/2017		34.00
						<u>34.00</u>
01 414 193 000 Training/Education						
[392] Costa, Ralph J		2/14/2017	Bren2017-77	2/17/2017	ICC Test	199.00
						<u>199.00</u>

Brentwood Borough

A/P Distribution from 2/01/2017 to 2/28/2017

Account	Vendor	Invoice Date	Invoice	A/P Due Date	Description	A/P Owed
<u>01 414 210 000 Office Supplies</u>	Office Depot	2/02/2017	89916505001	2/17/2017	Typewriter	299.99
		<u>01 414 210 000 Office Supplies Total</u>				<u>299.99</u>
<u>01 414 231 000 Vehicle Fuel</u>	[10486] WEX Bank	1/31/2017	48488628	2/03/2017		101.30
	[564] Peccon, Eric P	2/21/2017	Brent2017-87	2/24/2017	APMM Conference	98.44
		<u>01 414 231 000 Vehicle Fuel Total</u>				<u>199.74</u>
<u>01 414 314 000 Special Legal Service</u>	[10451] Tribune - Review	2/16/2017	1843240	2/24/2017	Toan Ho	49.50
	[10103] Cohen & Grigsby, P.C.	1/24/2017	529000-Dec	2/03/2017		1,076.60
		<u>01 414 314 000 Special Legal Service Total</u>				<u>1,126.10</u>
<u>01 414 317 000 Other Services</u>	[10122] DCED	2/23/2017	Brent2017-95	2/24/2017	permit fees 4th qtr 201 & 2016	308.00
		<u>01 414 317 000 Other Services Total</u>				<u>308.00</u>
<u>01 414 420 000 Dues Scrip & Membr.</u>	[10048] APMM	2/01/2017	020817EP	2/10/2017		150.00
	[10333] PENNBOC	1/30/2017	Brent2017-56	2/03/2017	Dues	85.00
		<u>01 414 420 000 Dues Scrip & Membr. Total</u>				<u>235.00</u>
<u>01 414 460 000 Meetings & Confer.</u>	[10075] Brentwood Baldwin Whitehall Chamber	2/20/2017	Brent2017-85	2/24/2017	March 2 Chamber Luncheon	20.00
	[564] Peccon, Eric P	2/21/2017	Brent2017-87	2/24/2017	APMM Conference	317.52
		<u>01 414 460 000 Meetings & Confer. Total</u>				<u>337.52</u>
<u>01 415 153 000 Health - Disability</u>	[10408] Standard Insurance Company	2/13/2017	Brent2017-90	2/24/2017		98.12
		<u>01 415 153 000 Health - Disability Total</u>				<u>98.12</u>
<u>01 415 156 000 Health - Hospitalization</u>	[10146] Employer - Teamsters Local 205 Welfare	2/03/2017	Brent2017-60	2/03/2017		130.00
	[10312] PA Municipal Health Insurance Cooperative	2/01/2017	Brent2017-68	2/14/2017		1,658.43
		<u>01 415 156 000 Health - Hospitalization Total</u>				<u>1,788.43</u>
<u>01 415 158 000 Life Insurance</u>	[10408] Standard Insurance Company	2/13/2017	Brent2017-90	2/24/2017		34.00
		<u>01 415 158 000 Life Insurance Total</u>				<u>34.00</u>
<u>01 426 450 000 Contracted Services--Leaf bins</u>	[10372] Republic Services #674	2/01/2017	0674-001655899	2/17/2017		46,131.59
		<u>01 426 450 000 Contracted Services--Leaf bins Total</u>				<u>46,131.59</u>
<u>01 426 451 000 Contracted Svc--Refuse</u>	[10372] Republic Services #674	1/20/2017	0674-001653484	2/03/2017		364.00
	Software Systems, Inc.	2/20/2017	12832	2/24/2017		150.00
		<u>01 426 451 000 Contracted Svc--Refuse Total</u>				<u>514.00</u>
<u>01 430 153 000 Health - Disability</u>	[10408] Standard Insurance Company	2/13/2017	Brent2017-90	2/24/2017		556.57
		<u>01 430 153 000 Health - Disability Total</u>				<u>556.57</u>
<u>01 430 156 000 Health - Hospitalization</u>	[10146] Employer - Teamsters Local 205 Welfare	2/03/2017	Brent2017-60	2/03/2017		585.00
	[10312] PA Municipal Health Insurance Cooperative	2/01/2017	Brent2017-68	2/14/2017		7,768.09
		<u>01 430 156 000 Health - Hospitalization Total</u>				<u>8,353.09</u>
<u>01 430 158 000 Life Insurance</u>	[10408] Standard Insurance Company	2/13/2017	Brent2017-90	2/24/2017		10.20

Brentwood Borough

A/P Distribution from 2/01/2017 to 2/28/2017

Account	Vendor	Invoice Date	Invoice	A/P Due Date	Description	A/P Owed
[10408] Standard Insurance Company		2/13/2017	Bren2017-90	2/24/2017		187.00
01 430 191 000 Uniform Allowance			01 430 158 000 Life Insurance Total			197.20
Uni-First Corporation		2/13/2017	074 5220006	2/17/2017		155.25
Uni-First Corporation		2/20/2017	074 5222524	2/24/2017		155.25
Uni-First Corporation		1/30/2017	0745214926	2/03/2017		155.25
Uni-First Corporation		2/06/2017	0745217469	2/10/2017		165.25
01 430 210 000 Office Supplies			01 430 191 000 Uniform Allowance Total			631.00
[10409] Staples Contract And Commercial Inc.		2/03/2017	1752790671	2/24/2017	Toner for PW Dept.	62.69
01 430 231 000 Vehicle Fuel			01 430 210 000 Office Supplies Total			62.69
[10486] WEX Bank		1/31/2017	48488628	2/03/2017		2,309.29
01 430 240 000 Operating Supplies			01 430 231 000 Vehicle Fuel Total			2,309.29
[10341] Pennsylvania One Call System, Inc.		1/31/2017	0000713404	2/17/2017		30.34
[10172] Gil - Con Tool Company		1/25/2017	56234	2/10/2017		241.43
[10040] Alloy-Oxygen & Welding Supply Company		1/31/2017	813833	2/17/2017	cylinder rental fee	49.52
[10250] Mcmanus Merchants		2/08/2017	83636	2/17/2017	towels, TP, liners	314.74
[10175] Grainger		1/13/2017	9330170219	2/03/2017	Air grease gun	126.45
[10222] Keener Hardware		2/01/2017	Brent2017-75	2/17/2017		153.58
[10191] Home Depot / GECF		1/13/2017	jan60353225225679	2/03/2017	shovels, brushes, outlets	134.26
[10191] Home Depot / GECF		1/13/2017	jan60353225225679	2/03/2017	shovels, brushes, outlets	1,095.28
01 430 245 000 DPW - Highway Supplies			01 430 240 000 Operating Supplies Total			2,145.60
[10224] Kiefer Coal & Supply Company		1/18/2017	51522	2/17/2017	highway mix	669.50
[10463] US Municipal Supply, Inc.		2/06/2017	6111146	2/10/2017		255.27
[10463] US Municipal Supply, Inc.		2/21/2017	61111908	2/24/2017		182.24
Dell Fastener Corp.		1/19/2017	PS1286275	2/10/2017		265.00
01 430 251 000 R&M Supplies - Vehicle Parts			01 430 245 000 DPW - Highway Supplies Total			1,372.01
[10374] Rich's Truck Tire Service		1/17/2017	125228	2/03/2017		184.00
Redi Driver, Inc.		2/14/2017	5142	2/24/2017	Rediboss GX35	2,413.00
[10219] John Varney Tire & Auto Center		1/17/2017	75297	2/24/2017	2006 Ford F550 headlight	243.70
[10366] Push - N - Pull, Inc.		2/09/2017	94388	2/24/2017	hose kit	196.58
[10177] Groff Tractor & Equipment, Inc.		1/31/2017	BP2829	2/13/2017		140.14
[10008] A & H Equipment Company		2/07/2017	c13877	2/24/2017	hydraulic filter, element	460.62
[10016] Advance Auto Parts		1/31/2017	Jan1222036705	2/24/2017	switch for door jamb, headlight switch	221.46
01 430 321 000 Telephone			01 430 251 000 R&M Supplies - Vehicle Parts Total			3,859.50
[10474] Verizon		2/02/2017	Feb4128820700	2/17/2017		187.68
[10474] Verizon		1/31/2017	Jan4128820700	2/03/2017		175.43
01 430 324 000 Wireless Telephone			01 430 321 000 Telephone Total			363.11
[10474] Verizon		2/02/2017	Feb4128820700	2/17/2017		104.99
01 430 325 000 Internet Services			01 430 324 000 Wireless Telephone Total			104.99
[10474] Verizon		1/31/2017	Jan4128820700	2/03/2017		104.99
01 430 325 000 Internet Services Total			01 430 325 000 Internet Services Total			104.99

Brentwood Borough

A/P Distribution from 2/01/2017 to 2/28/2017

Account	Vendor	Invoice Date	Invoice	A/P Due Date	Description	A/P Owed
01 430 361 000 Electricity						
[10139] Duquesne Light		2/05/2017	Feb0458260000	2/17/2017		128.28
[10113] Constellation Newenergy, Inc.		1/28/2017	Jan 0037593652	2/03/2017		240.22
			01 430 361 000 Electricity Total			368.50
01 430 362 000 Gas						
[10344] Peoples		2/08/2017	Feb200006711705	2/17/2017		604.95
			01 430 362 000 Gas Total			604.95
01 430 366 000 Water						
[10336] Pennsylvania American Water		1/18/2017	Feb1024220002179843	2/24/2017		421.44
[10336] Pennsylvania American Water		2/15/2017	Mar1024220002179843	2/24/2017		417.05
			01 430 366 000 Water Total			838.49
01 433 450 000 Contracted Services						
[10443] Traffic Control & Engineering		1/13/2017	s 9621	2/10/2017	Sys in automode	175.50
[10443] Traffic Control & Engineering		2/03/2017	s9636	2/10/2017		260.50
[10443] Traffic Control & Engineering		2/17/2017	S9653	2/24/2017	pushbutton replaced	218.00
			01 433 450 000 Contracted Services Total			654.00
01 451 450 000 Contracted Services						
[10370] REC Desk LLC		2/10/2017	01012017	2/10/2017		2,940.00
Laurie Krayvo		2/23/2017	Brent2017-93	2/24/2017	Kettlebell	105.00
			01 451 450 000 Contracted Services Total			3,045.00
01 452 361 000 Electricity						
[10139] Duquesne Light		2/05/2017	Feb0071960000	2/17/2017		240.14
			01 452 361 000 Electricity Total			240.14
01 452 366 000 Water						
[10336] Pennsylvania American Water		1/18/2017	Feb1024210035894169	2/24/2017		107.57
[10336] Pennsylvania American Water		2/16/2017	Mar1024210035894169	2/24/2017		215.15
			01 452 366 000 Water Total			322.72
01 453 240 000 Operating Supplies						
[10250] Mcmannus Merchants		2/08/2017	83635	2/17/2017	liners, dustmop	99.22
[10191] Home Depot / GECF		1/13/2017	jan603532252225679	2/03/2017	shovels, brushes, outlets	58.72
[10191] Home Depot / GECF		1/13/2017	jan603532252225679	2/03/2017	shovels, brushes, outlets	177.91
			01 453 240 000 Operating Supplies Total			335.85
01 453 361 000 Electricity						
[10139] Duquesne Light		2/06/2017	Feb7258240000	2/17/2017		102.31
[10113] Constellation Newenergy, Inc.		1/28/2017	Jan 0037593652	2/03/2017		184.44
			01 453 361 000 Electricity Total			286.75
01 453 362 000 Gas						
[10344] Peoples		2/08/2017	Feb200006711499	2/17/2017		289.06
			01 453 362 000 Gas Total			289.06
01 453 372 000 Maintenance And Repairs						
[10039] Allegheny Refrigeration Sales Company		2/09/2017	93232	2/24/2017	water filter	230.31
			01 453 372 000 Maintenance And Repairs Total			230.31
01 453 700 000 Minor Purchases						
[10059] Batteries Plus Bulbs		2/16/2017	191-114378-01	2/24/2017	dual adj. emerg. lt	215.60
[10175] Grainger		1/24/2017	9339766298	2/10/2017	LED Floodlight	420.00
			01 453 700 000 Minor Purchases Total			635.60
01 454 240 000 Operating Supplies						
James M. Cox Company, Inc.		1/17/2017	BP-L-77568	2/17/2017	ground hydrant, box	410.51
[10222] Keener Hardware		2/01/2017	Brent2017-75	2/17/2017		104.61
			01 454 240 000 Operating Supplies Total			515.12

Brentwood Borough

A/P Distribution from 2/01/2017 to 2/28/2017

Account	Vendor	Invoice Date	Invoice	A/P Due Date	Description	A/P Owed
01 454 361 000 Electricity						
[10139] Duquesne Light		2/06/2017	Feb0852450000	2/17/2017		115.21
[10139] Duquesne Light		2/03/2017	Feb4739130000	2/17/2017		196.52
[10139] Duquesne Light		2/06/2017	Feb7008065151	2/17/2017		17.36
[10139] Duquesne Light		2/06/2017	Feb8733760000	2/17/2017		49.65
[10113] Constellation Newenergy, Inc.		1/28/2017	Jan 0037593652	2/03/2017		31.11
[10113] Constellation Newenergy, Inc.		1/28/2017	Jan 0037593652	2/03/2017		18.12
01 454 374 000 R&M-Machinery & Equipment						427.97
[10046] Angelo Equipment		2/10/2017	96788	2/10/2017	Draincoc	27.80
01 456 240 000 Operating Supplies						27.80
[10250] Mcmanus Merchants		2/08/2017	83634	2/17/2017	towels, liners	236.84
01 456 361 000 Electricity						236.84
[10113] Constellation Newenergy, Inc.		1/28/2017	Jan 0037593652	2/03/2017		944.10
01 456 362 000 Gas						944.10
[10344] Peoples		2/08/2017	Feb200007895440	2/17/2017		333.78
01 456 366 000 Water						333.78
[10336] Pennsylvania American Water		2/15/2017	Feb1024210035367186	2/24/2017		434.71
01 459 325 000 Internet Services						434.71
[10474] Verizon		2/16/2017	Feb4128851000	2/24/2017		248.43
01 459 361 000 Electricity						248.43
[10139] Duquesne Light		2/03/2017	Feb256510000	2/17/2017		576.45
[10139] Duquesne Light		2/05/2017	Feb609370000	2/17/2017		414.66
01 465 314 000 Special Legal Services						991.11
[10217] John K. Weinstein, Allegheny County Treasurer		2/16/2017	Brent2017-82	2/17/2017	2017 Taxes	362.02
01 465 362 000 Gas						362.02
Columbia Gas of Pennsylvania		2/14/2017	Feb196655490033	2/24/2017		33.50
Columbia Gas of Pennsylvania		2/14/2017	Feb196655490040002	2/24/2017		33.50
01 465 366 000 12 Marylea Ave - Water						67.00
[10336] Pennsylvania American Water		2/09/2017	Feb1024210033864469	2/17/2017		16.11
01 486 354 000 Workers Compensation						16.11
[10044] Amerihealth Casualty Services		2/10/2017	mar90000001742116	2/17/2017	March	25,159.80
						25,159.80
						202,058.84
					Report Total	

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**SANITARY SEWER FUND
LIST OF EXPENDITURES TO
BE RATIFIED**

**FEBRUARY 01 TO
FEBRUARY 28, 2017**

\$126,174.48

Brentwood Borough

A/P Distribution from 2/01/2017 to 2/28/2017

Account	Vendor	Invoice Date	Invoice	A/P Due Date	Description	A/P Owed
08 364 903 000 Sewage Escrow						
	Lauren Pope	2/27/2017	2017-0224-01	3/03/2017	Refund of sewer lateral escrow	5,625.00
08 429 210 000 Office Supplies						5,625.00
	[10409] Staples Contract And Commercial Inc.	1/26/2017	1746807211	2/24/2017	Green door hangers	73.19
08 429 313 000 Engineering Services						73.19
	[10430] The Gateway Engineers, Inc.	1/13/2017	238029	2/03/2017	Phs 1 Consent Order	256.00
	[10430] The Gateway Engineers, Inc.	1/13/2017	238030	2/03/2017	Chapter 94 Report	80.00
	[10430] The Gateway Engineers, Inc.	1/13/2017	238034	2/03/2017	O&M	6,923.50
	[10430] The Gateway Engineers, Inc.	1/13/2017	238035	2/03/2017	O&M Manhole	701.25
	[10430] The Gateway Engineers, Inc.	1/13/2017	238037	2/03/2017	Flow Target	834.00
	[10430] The Gateway Engineers, Inc.	1/13/2017	238043	2/03/2017	O & M	3,158.50
08 429 314 000 Legal Services						11,953.25
	[10103] Cohen & Grigsby, P.C.	1/24/2017	528999-Dec	2/03/2017		21.00
	[10455] Tucker Arensberg, P.C.	2/15/2017	535732	2/24/2017	Sewer & manhole lining bids	144.00
08 429 316 000 Service Charges						165.00
	[10043] American Water	2/01/2017	4000113012	2/24/2017		202.33
	[10043] American Water	2/09/2017	4000113696	2/24/2017		30.00
08 429 316 000 Service Charges Total						232.33
08 429 325 000 Postage						
	[10468] UPS	2/04/2017	0000x927v9057	2/17/2017		18.62
08 429 341 000 Advertising						18.62
	[10451] Tribune - Review	1/26/2017	1836964	2/03/2017		22.50
08 429 372 000 O&M Plan						22.50
	[10378] Roto Rooter Services Company	12/30/2016	Bren2017-67	2/17/2017		75,439.83
08 429 450 000 Contracted Services						75,439.83
	[10259] Mister Sewer	2/20/2017	Bren2017-86	2/24/2017		2,650.00
08 429 454 000 Contracted Services						2,650.00
	Software Systems, Inc.	2/20/2017	12832-s	2/24/2017		840.00
08 429 610 000 Capital Construction						840.00
	[10430] The Gateway Engineers, Inc.	1/13/2017	238040	2/03/2017	Brent Ave.	2,614.00
08 471 201 000 2005 PWSA Loan						2,614.00
	[10367] PWSA	2/16/2017	Bren2017-83	2/17/2017		20,652.06
08 472 201 000 2005 Pwsa Loan Interst						20,652.06
	[10367] PWSA	2/16/2017	Bren2017-83	2/17/2017		4,483.86
08 491 000 000 Refunds						4,483.86
	Onomastico Trust	2/10/2017	2017-0210-02	2/10/2017	Overpayment on sewage bill	19.11
	Olga Kaiser	2/10/2017	2017-0210-09	2/10/2017	Overpayment on sewage bill	123.91
	[David Lipnicky] David Lipnicky	2/10/2017	2017-0210-1	2/10/2017	Overpayment on sewage bill	4.68

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**HIGHWAY AID FUND
LIST OF EXPENDITURES TO
BE RATIFIED**

**FEBRUARY 01 TO
FEBRUARY 28, 2017**

\$0.00

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**CAPITAL IMPROVEMENT
FUND
LIST OF EXPENDITURES TO
BE RATIFIED**

**FEBRUARY 01 TO
FEBRUARY 28, 2017**

\$262.093.70

Brentwood Borough

A/P Distribution from 2/01/2017 to 2/28/2017

Account	Vendor	Invoice Date	Invoice	A/P Due Date	Description	A/P Owed
<u>18 407 455 000 General Software/Licenses</u>						
[10430] The Gateway Engineers, Inc.		1/13/2017	238038	2/10/2017		3,078.25
						<u>3,078.25</u>
<u>18 410 700 000 Minor Purchases</u>						
[10230] Lautamus Communications, Inc.		2/01/2017	17-00203	2/17/2017	Kenwood NX300 Radios	1,426.50
						<u>1,426.50</u>
<u>18 433 700 000 Minor Purchases</u>						
[10430] The Gateway Engineers, Inc.		1/13/2017	238031	2/10/2017	ARLE Grant Signal Upgrade	288.00
Traffic Control & Engineering Co. Inc.		1/11/2017	Bren2015-92	2/24/2017	Pay App 4	91,932.99
[10444] Traffic Control & Engineering Company Inc.		1/17/2017	Bren2017-57	2/03/2017	Change order	1,231.83
[10444] Traffic Control & Engineering Company Inc.		12/16/2016	Bren2017-58	2/03/2017	Pay App 3	21,579.84
						<u>115,032.66</u>
<u>18 439 619 000 2015 Roadway Rehabilitation Projects</u>						
[10430] The Gateway Engineers, Inc.		1/13/2017	238036	2/10/2017	Pavement Maint & Tech	922.50
[10430] The Gateway Engineers, Inc.		1/13/2017	238042	2/03/2017	2017 Pavement	3,000.00
						<u>3,922.50</u>
<u>18 446 313 000 Engineering Services</u>						
[10430] The Gateway Engineers, Inc.		1/13/2017	238045	2/10/2017	MS4 Program	330.00
						<u>330.00</u>
<u>18 452 313 000 Engineering Svcs</u>						
[10430] The Gateway Engineers, Inc.		1/13/2017	238039	2/10/2017	Pool Renovation	1,952.40
[10430] The Gateway Engineers, Inc.		1/31/2017	238041	2/10/2017	Pool Survey	4,890.50
						<u>6,842.90</u>
<u>18 454 611 000 Phase Iii Construction--Misc</u>						
[10103] Cohen & Grigsby, P. C.		1/24/2017	528997-Dec	2/03/2017	Plavchak	9,207.98
						<u>9,207.98</u>
<u>18 471 204 000 2013 Lease-Dpw Backhoe</u>						
[10360] PNC Equipment Finance, LLC		2/16/2017	5865663	2/17/2017	Backhoe FINAL PYMT	9,469.96
						<u>9,469.96</u>
<u>18 472 202 000 2012/2007 Gob Interest</u>						
[10461] US Bank Operations Center		2/03/2017	Bren2017-63	2/10/2017		34,009.38
						<u>34,009.38</u>
<u>18 472 204 000 2013 Lease-Dpw Backhoe</u>						
[10360] PNC Equipment Finance, LLC		2/16/2017	5865663	2/17/2017	Backhoe FINAL PYMT	110.44
						<u>110.44</u>
<u>18 472 205 000 2015 GOB Interest</u>						
Wilmington Trust, NA		1/30/2017	Bren2017-64	2/10/2017		78,663.13
						<u>78,663.13</u>
					Report Total	<u>262,093.70</u>

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**NONUNIFORM PENSION
FUND
LIST OF EXPENDITURES TO
BE RATIFIED
(paid by Huntington Bank)**

**FEBRUARY 01 TO
FEBRUARY 28, 2017**

\$2,822.31

65

**POLICE PENSION FUND
LIST OF EXPENDITURES TO
BE RATIFIED
(paid by Huntington Bank)**

**FEBRUARY 01 TO
FEBRUARY 28, 2017**

\$338,327.81



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 10.d.
ACTION ITEM

SUBJECT: Consider Resolution No. 2017-23; Concurring Resolution for GEDF Grant Application

DATE: March 20, 2017

**PRESENTED BY: MR. GEORGE ZBOYOVSKY, PE
BOROUGH MANAGER**

SUMMARY:

Associated with the GEDF Grant Application to receive Economic Development Funding to Demo the Existing Municipal Building and/or Site Remediation of the Snee Dairy Site to spark redevelopment in the Brentwood Central Business District.

BUDGET IMPACT:

This Grant does require a 50% Match. In this situation, the Borough's Match would be \$250,000.00. This would be a 2018 Budgeted Project.

RECOMMENDATION:

Staff recommends approval of the Resolution that is required for the grant application.

ATTACHMENTS:

Description

Upload Date

Type

Resolution No. 2017-23

3/18/2017

Cover Memo



THE BOROUGH OF BRENTWOOD
MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199
Office 412-884-1500 – FAX 412-884-1911
www.brentwoodboro.com

RESOLUTION NO. 2017-23

THE PURPOSE OF THE RESOLUTION FORM IS TO HAVE ON RECORD A STATEMENT CONFIRMING THAT THE APPLICANT HAS FORMALLY REQUESTED A GRANT, HAS DESIGNATED AN OFFICIAL TO PERFORM THE REQUIRED DUTIES BETWEEN THE APPLICANT AND THE REDEVELOPMENT AUTHORITY OF ALLEGHENY COUNTY (“RAAC”), HAS AUTHORIZED THE EXECUTION AND DELIVERY OF ANY AND ALL AGREEMENTS BETWEEN THE APPLICANT AND RAAC, AND HAS ASSURED, WHERE APPLICABLE, THE PROVISION OF LOCAL MATCHING FUNDS. IN ADDITION, THE APPLICANT WILL COMPLY WITH ALL OTHER PROVISIONS OF THE APPLICATION.

Resolution of the Borough of Brentwood, Authorizing the filing of an application for funds with the RAAC.

WHEREAS, the Borough of Brentwood, is desirous of obtaining funds from the RAAC in the amount of Two Hundred Fifty Thousand Dollars (\$250,000).

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Brentwood does hereby formally request a grant from the RAAC for the Brentwood Central Business District Redevelopment Project.

BE IT FURTHER RESOLVED that the Borough of Brentwood does hereby designate George Zboyovsky, PE, Borough Manager, as the (“Authorized Official”) as the official to file all applications, documents, and forms between the Borough of Brentwood and the RAAC.

BE IT FURTHER RESOLVED, that the Applicant is hereby authorized to enter into the Grant Contract between the applicant and RAAC (the “Grant Contract”) and any and all documents relating to the Grant Contract as may be required or necessary (said Grant Contract and other documents are collectively referred to as “Grant Documents”).

BE IT FURTHER RESOLVED, that the execution and delivery of the Grant Documents as well as all other agreements, writings and documents (and all changes, modifications and additions thereto) executed and delivered in connection with the transactions contemplated thereby be and hereby are approved and ratified and that the Authorized Official be and hereby is authorized to execute and deliver such documents.

BE IT FURTHER RESOLVED, that the Borough of Brentwood assures, where applicable, the provision of the full local share of the project costs.

BE IT FURTHER RESOLVED, that the Borough of Brentwood assures, where applicable, that the project will be awarded or under construction within 180 days after contractual execution.

Adopted this _____ day of _____, by the **Borough of Brentwood**

ATTEST:

BOROUGH OF BRENTWOOD

Eric Peccon
Assistant Borough Manager

John Frombach
President of Council



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 10.e.
ACTION ITEM

SUBJECT: Consider adopting Resolution No. 2017-24; Reimbursement Resolution [ACTION ITEM]

DATE: March 20, 2017

**PRESENTED BY: MR. GEORGE ZBOYOVSKY, PE
BOROUGH MANAGER**

SUMMARY:

As previously mentioned, the Borough would be able to be reimbursed through a General Obligation Bond for expenses that are incurred prior to the issuance of said Bond.

“Declaration of Official Intent” means a written declaration that the Borough intends to fund Capital Expenditures with an issue of Reimbursement Bonds and reasonably expects to reimburse the Borough from the proceeds of such an issue.

BUDGET IMPACT:

NOTE: This does NOT obligate the Borough to proceed with any borrowing. It only provides the Borough with a means to be reimbursed with Bond Funds for related expenditures.

RECOMMENDATION:

Staff recommends the adoption of this Resolution.

ATTACHMENTS:

Description

Resolution No. 2017-24- Reimbursement Resolution

Upload Date

3/18/2017

Type

Cover Memo



THE BOROUGH OF BRENTWOOD
MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199
Office 412-884-1500 – FAX 412-884-1911
www.brentwoodboro.com

RESOLUTION NO. 2017-24

A RESOLUTION OF THE BOROUGH OF BRENTWOOD, ALLEGHENY COUNTY, PENNSYLVANIA REGARDING DELEGATION OF AUTHORITY TO MAKE DECLARATIONS OF OFFICIAL INTENT AND ALLOCATIONS WITH RESPECT TO REIMBURSEMENTS OF TEMPORARY ADVANCES MADE FOR CAPITAL EXPENDITURES TO BE MADE FROM SUBSEQUENT TAX-EXEMPT BORROWINGS.

WHEREAS, Treasury Regulation § 1.150-2 (the “Reimbursement Regulations”), issued pursuant to Section 150 of the Internal Revenue Code of 1986, as amended, (the “Code”) prescribes certain requirements by which proceeds of tax-exempt bonds, notes, certificates or other obligations included in the meaning of “bonds” under Section 150 of the Code (“Obligations”) used to reimburse advances made for Capital Expenditures (as hereinafter defined) paid before the issuance of such Obligations may be deemed “spent” for purposes of Sections 103 and 141 to 150 of the Code and therefore, not further subject to any other requirements or restrictions under those sections of the Code; and

WHEREAS, such Reimbursement Regulations require that the Issuer (as hereinafter defined) make a Declaration of Official Intent (as hereinafter defined) to reimburse any Capital Expenditure paid prior to the issuance of the Obligations intended to fund such Capital Expenditure and require that such Declaration of Official Intent be made no later than sixty (60) days after payment of the Capital Expenditure and further require that any Reimbursement Allocation (as hereinafter defined) of the proceeds of such Obligations to reimburse such Capital Expenditures occur no later than eighteen (18) months after the later of the date such Capital Expenditure was paid or the date the property acquired with the Capital Expenditure was placed in service, except that any such Reimbursement Allocation must be made no later than three years after such Capital Expenditure was paid; and

WHEREAS, the Reimbursement Regulations provide that Issuers may delegate the authority for making such Declarations of Official Intent and Allocations to one or more individuals; and

WHEREAS, Borough of Brentwood (the “Borough”), a borough duly organized and validly existing under the Constitution and laws of the Commonwealth of Pennsylvania, located in Allegheny County, Pennsylvania, intends to complete the construction, renovation and expansion of its municipal facilities (the “Project”); and

WHEREAS, the Borough has already expended its general operating funds for ***architectural and engineering services*** and may soon be required to pay for additional parts of the Project; and

WHEREAS, the Borough has engaged Public Financial Management, Inc., as financial advisor (the “Financial Advisor”), and Bond Counsel, to assist with the issuance of tax-exempt bonds for the payment of costs related to the Project (the “Financing”); and

WHEREAS, the Borough wishes to ensure compliance with the Reimbursement Regulations.

NOW, THEREFORE, be it resolved by the Borough of Brentwood that:

Section 1. Definitions. The following definitions apply to the terms used herein:

“Allocation” means written evidence that proceeds of Obligations issued subsequent to the payment of a Capital Expenditure are to reimburse the Borough for such payments.

“Authorized Officer” means the President and Vice President of the Borough Council (and their appropriate successors acting by reason of absence or other incapacity), the Borough Manager and any person with authority at the time to exercise functions of that particular office.

“Bond Counsel” means Dinsmore & Shohl, LLP, 301 Grant Street, One Oxford Centre, Suite 2800, Pittsburgh, PA 15219.

“Capital Expenditure” means any expense related to the Project for an item that is properly depreciable or amortizable or is otherwise treated as a capital expenditure for purposes of the Code, as well as any costs of issuing Reimbursement Bonds.

“Declaration of Official Intent” means a written declaration that the Borough intends to fund Capital Expenditures with an issue of Reimbursement Bonds and reasonably expects to reimburse the Borough from the proceeds of such an issue.

“Issuer” means either a governmental unit that is reasonably expected to issue Obligations, or any governmental entity or 501(c)(3) organization that is reasonably expected to borrow funds from the actual issuer of the Obligations.

“Reimbursement” means the restoration to the Borough of money temporarily advanced from its general fund to other funds and moneys borrowed from other sources, by the Borough, to pay for Capital Expenditures before the issuance of Obligations intended to fund such Capital Expenditures. “To reimburse” means to make such a restoration.

“Reimbursement Bonds” means Obligations that are issued to reimburse the Borough for Capital Expenditures, and for certain other expenses permitted by the Reimbursement Regulations, previously paid by or for the Borough.

“Reimbursement Regulations” means Treasury Regulation § 1.150-2 and any amendments thereto or superseding regulations, whether in proposed, temporary or final form, as applicable, prescribing conditions under which the proceeds of Obligations may be allocated to reimburse the Borough for Capital Expenditures and certain other expenses paid prior to the issuance of the Obligations such that the proceeds of such Obligations will be treated as “spent” for purposes of Sections 103 and 141 to 150 of the Code.

Section 2. Authorization to Make of Declarations of Official Intent and Allocations and Appointment. Any Authorized Officer is hereby authorized to make Declarations of Official Intent, which satisfy the Reimbursement Regulations, on behalf of the Borough, with respect to Capital Expenditures to be paid from moneys temporarily available that are reasonably expected to be reimbursed (in accordance with applicable authorizations, policies and practices) from the proceeds of Reimbursement Bonds and to make timely Allocations, which satisfy the Reimbursement Regulations, of the proceeds of such Reimbursement Bonds to reimburse prior Capital Expenditures, and to take or cause to be taken any other actions that may be appropriate to satisfy the requirements of the Reimbursement Regulations, or any other Treasury Regulations, so that proceeds used for reimbursement will be treated as “spent” on the prior Capital Expenditures for purposes of Sections 103 and 141 to 150 of the Code. All Declarations of Official Intent and Allocations heretofore made on behalf of the Borough are hereby ratified and adopted.

Section 3. Direction. The Borough hereby authorizes and directs the proper officers of the Borough Council, the Borough Manager, the Financial Advisor, Bond Counsel, the Borough's Solicitor and other appropriate officials and appointed professionals to pursue the Financing and to take any actions necessary in connection therewith.

Section 4. Declaration of Official Intent. The Borough hereby makes a declaration, pursuant to the Reimbursement Regulations, of intent to reimburse the approximate amount of **\$100,000.00** spent on architectural fees, design costs, construction management costs and other Capital Expenditures for the Project from the proceeds of approximately **\$5,000,000** of Obligations.

The undersigned has been authorized by the Borough to sign this resolution on behalf of the Borough.

ATTEST:

BOROUGH OF BRENTWOOD

George Zboyovsky, PE
Borough Manager

John Frombach
President of Council



SUBJECT: Consider authorizing the Borough Manager to Bind the insurance coverage policy with the lowest quoted insurance provider to provide the Borough with comparable insurance coverage for Errors & Omission for Public Officials Liability including EPL, Law Enforcement Liability, Property Liability, and General Liability for the Period of April 1, 2017 to March 31, 2018.

DATE: March 20, 2017

PRESENTED BY: GEORGE ZBOYOVSKY, PE
BOROUGH MANAGER

SUMMARY:

Completed the Insurance Renewal Application. The Borough will be renewing their Property & Liability Insurance, Public Officials Insurance, Law Enforcement Liability, and Employment Practices Insurance for the Period of April 1, 2017 to March 31, **2018**.

Although it is not typical for a community to request new bids every year for Insurance, the Borough has been doing this since 2008 when it first realized a savings over around \$20,000.00. It does take some time to complete the arduous applications, however the resulting outcome has been mostly beneficial. Granted, in some years there have been a minor increase due primarily to regulatory requirements, however in general the Borough has seen their costs maintained and actually decrease due to the increase in control policies and other internal operating procedures the Underwriters like to see when completing the renewal applications.

BUDGET IMPACT:

This is funded from the 2017 General Fund – 01 – 486 Insurances

	2017 Rates
Property	\$ 44,040.00
Auto	\$ 15,063.00
Physical Damage - Emergency Vehicles	\$ 3,684.00
General Liability Policy	\$ 13,000.00
Umbrella	\$ 7,356.00
	<hr/>
	\$ 83,143.00
Law Enforcement Liability	
E&O - Public Officials Liability	
	<hr/>
	\$ 25,353.00

The 2015 Rate for McKee Risk was \$121,782.

The Proposed Quotes for 2016 came in at **\$95,496.00**.

This represents a savings of **\$26,286.00** from the 2015 rate.

RECOMMENDATION:



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 11.a.
ACTION ITEM

SUBJECT: Consider adopting Resolution No. 2017-22; authorizing the Borough to participate in the 2018 Joint Bid for a Contract for Solid Waste Collection and Disposal Services coordinated and administered by the South Hills Area Council of Governments (SHACOG).[ACTION ITEM]

DATE: March 20, 2017

**PRESENTED BY: MR. GEORGE ZBOYOVSKY, PE
BOROUGH MANAGER**

SUMMARY:

Although the contract for solid waste collection and disposal that evolved from SHACOG's previous joint bid does not expire until the end of next year, (Dec. 31, 2018) recognizing the complexity of this particular bid process, the SHACOG Board of Directors, at their January 19, 2017 meeting, adopted Resolution No. 01-17 authorizing SHACOG to coordinate and administer a successor (the fifth) joint bid for a replacement contract for these services for our member municipalities. This action was taken to formalize the bid process under the auspices of SHACOG. A copy of the adopted SHACOG Resolution is enclosed.

Perhaps perceived as being an early exercise, there are a few reasons to commence this process now. First, because SHACOG mandates that municipal participation in this undertaking be confirmed by individual municipal resolutions, adequate time must be given for the governing bodies of SHACOG members to consider and adopt those resolutions. When considering SHACOG's expanded membership since the last joint bid, and given the various internal meeting dates and procedures, adequate time must be provided for this task to be accomplished.

Second, the SHACOG specifications address both general collection and disposal requirements as well as the many special needs within the participating municipalities. With new collection methodologies implemented under the current contract, possible new collection approaches to be included in the next contract, and newer member issues to be addressed, additional time is being provided to consider these issues and needs. Also to be completed are revisions to existing specifications based on current conditions, problems revealed, and contractor performance.

Third, the timetable for the bid opening is being advanced from what has been done in the past. Although the previously used schedule provided just barely enough time for the ensuing cost to be addressed in municipal budgets, it did not provide the best sequence of events for the logistical needs of the successful contractor. By moving the bid opening into early summer of 2018, both budget planning and logistical concerns are eased.

With the above in mind, in order to proceed, it is necessary that Brentwood be identified as one of those municipalities that want to participate in this undertaking. Accordingly, also enclosed please find a copy of the *Brentwood Resolution* that is to be adopted indicating its desire to participate in this program. This is the Resolution referenced in Paragraph 10 of the SHACOG Resolution.

A copy of the Resolution must be forwarded to the SHACOG office by March 24, 2017.

If the adopted Resolution is not received by the stipulated date, it will be presumed that Brentwood is not interested in this joint bid and the Borough will receive no further communication about this process. Once the participants in the bid are identified, a meeting will be convened to outline the schedule for the bid.

BUDGET IMPACT:

There would be no impact on the 2017 budget at this time. The 2018 Budget would have some costs associated with the Borough's share of advertising.

The SHACOG Municipal Waste Contract is the second largest MSW Contract in the state. As a result, it is expected that the rates will once again be very competitive and lower than those the Borough would obtain if not a part of the SHACOG contract.

RECOMMENDATION:

Staff recommends approving the Resolution No. 2017-22.

PROS:

Lower potential Trash Collection rates.

CONS:

ATTACHMENTS:

Description	Upload Date	Type
SHACOG Resolution No.01-17	3/7/2017	Cover Memo
Resolution No. 2017-22- Participation in the SHACOG 2018 Refuse Contract	3/7/2017	Cover Memo

RESOLUTION NO. 01-17

RESOLUTION AUTHORIZING SHACOG TO COORDINATE AND ADMINISTER
THE JOINT BID FOR A CONTRACT FOR SOLID WASTE COLLECTION
AND DISPOSAL SERVICES FOR MEMBER MUNICIPALITIES

WHEREAS, the South Hills Area Council of Governments (SHACOG) has previously released four joint bids for multi-year solid waste collection and disposal service contracts which resulted in substantial savings for its member municipalities; and

WHEREAS, the contract that was the subject of the most recent joint bid is going to expire on December 31, 2018; and

WHEREAS, member municipalities, recognizing the savings and efficiency achieved through this collective effort, have again requested that SHACOG coordinate and administer another joint bid for this contract; and

WHEREAS, such a joint bid exemplifies the type of project that is routinely administered by SHACOG; and

WHEREAS, a considerable amount of advance preparation and time are required to undertake and implement this multi-municipal bid process.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of SHACOG, and it is hereby resolved by the authority of the same, as follows:

1. SHACOG is authorized to coordinate and administer a fifth joint bid for a multi-year contract for solid waste collection and disposal services for interested member municipalities of SHACOG.

2. The contractual services that will be the subject of the bid shall be for the collection, removal and disposal of garbage/rubbish, household refuse, grass/hedge/shrubbery clippings and tree prunings, leaf waste, and recyclable materials.

3. The services to be provided by SHACOG for this joint bid shall include, but not necessarily be limited to:

- a. arranging for meetings with member municipalities that choose to participate in the bid to develop the scope of services for the eventual contract between participating municipality and successful bidder;
- b. providing the support services for and developing the specifications and bid documents;
- c. duplicating the specifications and bid documents;
- d. releasing the specifications and bid documents to prospective bidders;
- e. preparing and placing the advertisement for public bid of the contract;

- f. arranging the pre-bid meeting for prospective bidders;
- g. issuing any required addenda prior to the bid opening;
- h. receiving and opening the bids;
- I. tabulating the bids; and
- j. distributing the tabulation to the municipalities participating in the bid.

4. The municipalities participating in this joint bid shall have the opportunity to provide input, offer suggestions and make recommendations concerning the specifications and bid documents.

5. The municipalities participating in this joint bid shall give final written approval to the bid documents and specifications by a date stipulated prior to the bid being publicly advertised. Failure to give the required approval by the stipulated date will result in automatic exclusion from the joint bid.

6. The municipalities participating in this joint bid shall retain the right and responsibility to accept or reject any bids received. SHACOG will neither accept nor reject any bids on behalf of the participating municipalities.

7. The municipalities participating in this joint bid will individually enter into contract with the successful low bidder if that bid is accepted. SHACOG will not enter into any contracts as a result of this bid process.

8. During the course of the contract period, SHACOG will monitor general compliance with the terms of the specifications and bid documents, arrange for meetings as needed with participating municipalities and/or with the participating municipalities and the successful contractor, and monitor compliance with performance bond requirements.

9. The costs for the services performed by SHACOG shall be paid by the successful low bidder pursuant to the terms and conditions set forth in the bid documents, except for the advertising costs, which shall be shared and paid on an equal basis by all municipalities participating in the bid.

10. Any municipality desiring to become a participant in this venture shall do so by adopting a Resolution evidencing its intent to participate in the joint bid for solid waste collection and disposal services coordinated and administered by SHACOG. In any instance where a subordinate agency secures or provides solid waste collection and disposal services for a municipality, the Resolution shall be adopted by that subordinate agency.

ADOPTED this 19th day of January 2017.

ATTEST:

/s/ _____
Stanley Louis Gorski, Executive Director

/s/ _____
Donald W. Giudici, President



THE BOROUGH OF BRENTWOOD

MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199
Office 412-884-1500 FAX 412-884-1911
www.brentwoodboro.com

RESOLUTION NO. 2017-22

A RESOLUTION AUTHORIZING THE BOROUGH OF BRENTWOOD, PENNSYLVANIA TO PARTICIPATE IN THE 2018 JOINT BID FOR A CONTRACT FOR SOLID WASTE COLLECTION AND DISPOSAL SERVICES COORDINATED AND ADMINISTERED BY THE SOUTH HILLS AREA COUNCIL OF GOVERNMENTS (SHACOG)

WHEREAS, the contract governing solid waste collection and disposal services entered into by participating municipalities pursuant to the joint bid administered by the South Hills Area Council of Governments (SHACOG) in 2013 expires at the end of 2018; and

WHEREAS, the member municipalities of SHACOG have requested that SHACOG coordinate and administer a successor joint bid to be released in 2018 for another contract for solid waste collection and disposal services; and

WHEREAS, the SHACOG Board of Directors has authorized SHACOG to act as the coordinator and administrator for such a joint bid by adopting SHACOG Resolution No. 01-17; and

WHEREAS, since the contract currently governing this service for the Borough of Brentwood is one of that will be expiring, it is the desire of the Borough of Brentwood to participate in this joint bid process.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Brentwood and it is hereby resolved by the authority of the same, as follows:

1. The Borough of Brentwood agrees to participate in, and be bound by the terms and conditions of, the joint bid for solid waste collection and disposal services to be coordinated and administered by SHACOG for a bid opening in 2018 pursuant to SHACOG Board Resolution No. 01-17.
2. The participation of the Borough of Brentwood shall include, but not necessarily be limited to, attendance at all meetings, submission of all required information, review of pertinent material and draft documents, and performance of any and all tasks necessary to adhere to the schedule established for the joint bid process.
3. The Borough of Brentwood shall reimburse SHACOG for all advertising costs on an equal basis with all others participating in the bid.
4. The appropriate officials of the Borough of Brentwood are hereby authorized to perform any other ancillary functions as may be required to facilitate this joint bid.



5. The Borough of Brentwood reserves the right to accept or reject any or all bids or to waive any informalities therein.

RESOLVED AND ADOPTED by the Council of the Borough of Brentwood, County of Allegheny, and Commonwealth of Pennsylvania, meeting in a regular and public session this **20th** day of **March 2017**.

ATTEST:

BOROUGH OF BRENTWOOD

George Zboyovsky, PE
Borough Manager

John Frombach
President of Council





BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 11.b.
ACTION ITEM

SUBJECT: Consider purchasing of 50 American Flags at a cost of \$1,500 to be paid from the General Fund Line Item 01-457-700 - Civil & Military Celebrations Minor Purchases. [ACTION ITEM]

DATE: March 20, 2017

PRESENTED MR. GEORGE ZBOYOVSKY, PE
BY: BOROUGH MANAGER

SUMMARY:

The Borough received a request from the Fourth of July Parade Committee indicating that they wish to donate \$1,500 to the Borough for the purchasing of 50 new American Flags that will be used line Brownsville Road during such special occasions (Memorial Day, 4th of July, Flag Day, etc.).

The Borough's DPW stores and hangs the American Flags as necessary.

BUDGET IMPACT:

This item will be paid from the General Fund Line Item 01-457-700 Civil & Military Celebrations Minor Purchases.

The Borough has budgeted \$500 for miscellaneous items.

The Borough will need 50 flags. The cost per flag is \$30 from the Flag Factory.

Total Cost is \$1,500.00.

However, the Fourth of July Parade Committee has sent the Borough a letter indicating their \$1,500 contribution towards the purchase of new American Flags.

RECOMMENDATION:

Borough Staff recommends the authorizing of the purchasing of the 50 American Flags.

PROS:

The Borough is in need of new American Flags.

The Borough is receiving a donation to cover the cost of the new American Flags.

New Flags will further demonstrate Brentwood's patriotism.

CONS:

STRATEGIC GOALS APPLIED:

Strategic Goal 10: Improve Conditions of Infrastructure.



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 11.c.
ACTION ITEM

SUBJECT: Consider Awarding 2017 Paving Contract A to Mele & Mele & Sons, Inc. in the amount of \$190,632.37 to be paid from the Capital Improvement Fund Line Item 18-439-619 Roadway Rehabilitation. [ACTION ITEM]

DATE: March 20, 2017

PRESENTED MR. VITALI ALEXANDROV
BY: ASSISTANT DIRECTOR OF DPW

SUMMARY:

2017 Pavement Maintenance Programs in Brentwood Borough
Contract A - The Project requires the rehabilitation of the following:

Lora Way - from Lanmore Ave to Lawnview Ave
Dailey Rd - from Radison to Pointview Rd
Bennon Way - from Marylea Ave to Lanmore Ave
Brednick Ave - from Brownsville Rd to Dalewood Ave
Brednick Ave - from Dalewood Ave to Cloverleaf Ave
Bookman Ave - from W. Garden to Laeton Ave.
Munsey Ave - from Kaufman Ave to Shadewell Ave

Total = \$190,632.37

The bid opening took a place in Brentwood Borough on March 10, 2017 at 11:00 am. The borough received nine bids total from various contractors. The lowest bid - \$191,037.37 The lowest contractor name - Mele and Mele The Budgeted amount - \$379,929.39

The rest of the bidders:

Michael Facchiano - \$206,827.00
El Grande - \$199,147.50
Youngblood - \$241,449.50
A Liberoni - \$197,410.73
A Folino- \$208,361.60
Caruso- \$ 295,216.00
TA Robinson - \$245,524.75
Victor Paving- \$215,196.25

Therefore, based on the above, recommending award the Base Bid of Contract A -to Mele&Mele&Sonsin the amount of \$ 190,632.37

BUDGET IMPACT:

18-439-619 Roadway Rehabilitation Projects Line Item - \$400.000.00

Gateway Work Authorization - \$20,000.00

Mele&Mele&Sons - \$190,632.37

RECOMMENDATION:

Recommend Awarding the Contract A including the Alternate Bid to mele&Mele&Sons Inc, in the amount of \$190,632.37

STRATEGIC GOALS APPLIED:

Strategic Goal 10: Improve Conditions of Infrastructure.

Strategic Goal 11: Establish More Benefits of Residency

ATTACHMENTS:

Description

Recommendation

Upload Date

3/16/2017

Type

Cover Memo



THE GATEWAY ENGINEERS, INC.

100 MCMORRIS ROAD
PITTSBURGH, PA 15205-9401
412.921.4030 PHONE
855.634.9284 TOLL-FREE
412.921.9960 FAX

GatewayEngineers.com

C-40048-2017
March 16, 2017

Brentwood Borough
3624 Brownsville Road,
Pittsburgh, PA 15227-3199

Att: George Zboyovsky, Manager

Re: Recommendation for Award – 2016 Pavement Maintenance Program - Contract A

Dear George;

Bids were received and opened on March 10, 2017 for the 2017 Pavement Maintenance program in which the following bids were received for Contract A:

1. Mele & Mele	\$ 190,632.37
2. A Liberoni, Inc.	\$ 197,410.73
3. El Grande Industries	\$ 199,147.50
4. Facchiano Contracting	\$ 206,827.00
5. A Folino	\$ 208,361.60
6. Victor Paving	\$ 215,196.25
7. Youngblood Paving	\$ 241,449.50
8. T. A. Robinson	\$ 245,524.75
9. Peter J. Caruso	\$ 295,216.00

We have not worked with Mele & Mele in the past and have requested that they provide references that we have contacted. The references have not had any problems with their work. We recommend that council take action and award the project to Mele & Mele in the amount of \$ 190,632.37.

A FULL-SERVICE CIVIL ENGINEERING FIRM

MUNICIPAL ENGINEERING • LAND DEVELOPMENT • SURVEYING • GIS MAPPING
LANDSCAPE ARCHITECTURE • STRUCTURAL ENGINEERING • TRAFFIC ENGINEERING
ENVIRONMENTAL / ECOLOGICAL • GEOTECHNICAL • INSPECTION / MATERIAL TESTING

MISSION STATEMENT

TO HELP OUR CLIENTS REACH A HIGHER
LEVEL OF SUCCESS THROUGH KNOWLEDGE,
EXPERIENCE AND RESPONSIVENESS.



GATEWAY

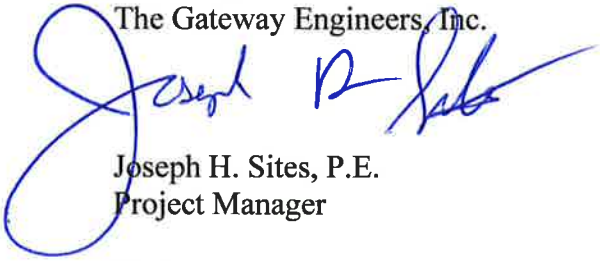
On Call. On Time. On Target.

gatewayengineers.com

If you have any questions, please let me know.

Sincerely,

The Gateway Engineers, Inc.



Joseph H. Sites, P.E.
Project Manager

Enclosure

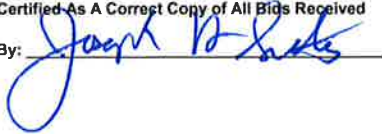
Cc: Jennifer Slagle P.E., Borough Engineer
Vitali Alexandrov, Borough Staff Engineer

G:\Projects\40000 Brentwood\40048 Paving Program\2016\Docs\Correspondence\Client\Recommendation for Contract A Award of 2016 Pavement Maintenance Project.docx

Bid Opening Date: 03-10-2017
Bid Opening Time: 11:00 A.M.

Certified As A Correct Copy of All Bids Received

By:



CONTRACT A 2017 Road Resurfacing Program
C-40048-2017

				Mele & Mele One Melel Plade Braddock PA 15104 10% Bid Bond		A Liberoni, Inc 459 Davidson Road Plum PA 15239 10% Bid Bond		El Grande Industries 1600 Meidon Avenue Donora PA 15033 10% Bid Bond		Facchiano Contracting 801 McNeilly Road Pittsburgh PA 15226 10% Bid Bond		A Folino 109 Dark Hollow Road Oakmont PA 15139 10 Bid Bond		Victor Paving 738 Route 481 Monongahela PA 15068 10% Bid Bond		Youngblood 2516 State Rt. 18 Wampum PA 16157 10% Bid Bond		T.A. Robinson 1321-C McLaughlin Run Road Pittsburgh PA 15241		Peter Caruso 352 Baldwin Road Pittsburgh PA 15207	
ITEM NO.	DESCRIPTION	UNIT	QTY.	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
1	3" Rotomilling, complete in place	SY	5,600	\$ 1.43	\$ 8,008.00	\$ 1.87	\$ 10,472.00	\$ 1.90	\$ 10,640.00	\$ 2.00	\$ 11,200.00	\$ 2.39	\$ 13,384.00	\$ 2.00	\$ 11,200.00	\$ 3.00	\$ 16,800.00	\$ 3.05	\$ 17,080.00	\$ 4.60	\$ 25,760.00
2	Keyways, complete in place	LF	350	\$ 0.99	\$ 346.50	\$ 3.02	\$ 1,057.00	\$ 3.00	\$ 1,050.00	\$ 3.00	\$ 1,050.00	\$ 0.44	\$ 154.00	\$ 1.50	\$ 525.00	\$ 3.50	\$ 1,225.00	\$ 3.50	\$ 1,225.00	\$ 6.50	\$ 2,275.00
3	Base Repairs, complete in place	SY	1,350	\$ 25.29	\$ 34,141.50	\$ 28.11	\$ 37,948.50	\$ 20.00	\$ 27,000.00	\$ 35.00	\$ 47,250.00	\$ 37.90	\$ 51,165.00	\$ 36.75	\$ 49,612.50	\$ 40.00	\$ 54,000.00	\$ 44.45	\$ 60,007.50	\$ 61.15	\$ 82,552.50
4	Inlet/Manhole Adjustments, complete in place	EACH	12	\$ 445.26	\$ 5,343.12	\$ 354.59	\$ 4,255.08	\$ 250.00	\$ 3,000.00	\$ 250.00	\$ 3,000.00	\$ 275.00	\$ 3,300.00	\$ 125.00	\$ 1,500.00	\$ 300.00	\$ 3,600.00	\$ 275.00	\$ 3,300.00	\$ 375.00	\$ 4,500.00
5	6" x 18" Bituminous Wedge Curb, complete in place	LF	2,110	\$ 0.90	\$ 1,899.00	\$ 1.84	\$ 3,882.40	\$ 0.50	\$ 1,055.00	\$ 0.70	\$ 1,477.00	\$ 0.81	\$ 1,709.10	\$ 0.50	\$ 1,055.00	\$ 1.25	\$ 2,637.50	\$ 2.20	\$ 4,642.00	\$ 0.30	\$ 633.00
6	1" of 9.5 mm Superpave Scratch, 0 to 0.3 Million ESALs, complete in place	TON	250	\$ 65.21	\$ 16,302.50	\$ 81.30	\$ 20,325.00	\$ 77.55	\$ 19,387.50	\$ 70.00	\$ 17,500.00	\$ 68.90	\$ 17,225.00	\$ 75.00	\$ 18,750.00	\$ 78.00	\$ 19,500.00	\$ 72.85	\$ 18,212.50	\$ 84.25	\$ 21,062.50
7	2-1/2" of 19 mm Superpave Bituminous Binder, 0 to 0.3 Million ESALs, complete in place	TON	1015	\$ 61.25	\$ 62,168.75	\$ 61.65	\$ 62,574.75	\$ 72.00	\$ 73,080.00	\$ 65.00	\$ 65,975.00	\$ 66.50	\$ 67,497.50	\$ 67.65	\$ 68,664.75	\$ 68.80	\$ 69,832.00	\$ 69.85	\$ 70,897.75	\$ 76.20	\$ 77,343.00
8	1-1/2" 9.5 mm Superpave Fine Graded Bituminous Wearing Surface, 0 to 0.3 Million ESALs, SRL "E" complete in place	SY	8300	\$ 5.80	\$ 48,140.00	\$ 6.02	\$ 49,966.00	\$ 6.40	\$ 53,120.00	\$ 6.00	\$ 49,800.00	\$ 5.64	\$ 46,812.00	\$ 6.18	\$ 51,294.00	\$ 6.35	\$ 52,705.00	\$ 6.70	\$ 55,610.00	\$ 6.95	\$ 57,685.00
9	Sawcutting and Sealing Pavement, complete in place	LF	1300	\$ 4.03	\$ 5,239.00	\$ 3.85	\$ 5,005.00	\$ 4.10	\$ 5,330.00	\$ 4.00	\$ 5,200.00	\$ 4.45	\$ 5,785.00	\$ 7.40	\$ 9,620.00	\$ 5.50	\$ 7,150.00	\$ 8.50	\$ 11,050.00	\$ 10.35	\$ 13,455.00
	Traffic Control Notification E&S Control and Restoration complete in place																				
A	Munsey Avenue from Kaufman Avenue to Shadewell Avenue	EACH	1	\$ 1,292.00		\$ 275.00		\$ 375.00		\$ 625.00		\$ 190.00		\$ 425.00		\$ 2,000.00		\$ 500.00		\$ 500.00	

By: 

Bid Opening Date: 03-10-2017
Bid Opening Time: 11:00 A.M.

CONTRACT A 2017 Road Resurfacing Program
C-40048-2017

				Mele & Mele One Melel Plade Braddock PA 15104 10% Bid Bond		A Liberoni, Inc 459 Davidson Road Plum PA 15239 10% Bid Bond		El Grande Industries 1600 Meldon Avenue Donora PA 15033 10% Bid Bond		Facchiano Contracting 801 McNeilly Road Pittsburgh PA 15226 10% Bid Bond		A Follino 109 Dark Hollow Road Oakmont PA 15139 10 Bid Bond		Victor Paving 738 Route 481 Monongahela PA 15068 10% Bid Bond		Youngblood 2516 State Rt. 18 Wampum PA 16157 10% Bid Bond		T.A. Robinson 1321-C McLaughlin Run Road Pittsburgh PA 15241		Peter Caruso 352 Baldwin Road Pittsburgh PA 15207	
B	Lora Way from Lawnview Avenue to Lanmore Avenue	EACH	1	\$ 1,292.00		\$ 275.00		\$ 1,100.00		\$ 625.00		\$ 190.00		\$ 425.00		\$ 2,000.00		\$ 500.00		\$ 1,400.00	
C	Dailey Road from Radison Avenue to Pointview Road	EACH	1	\$ 1,292.00		\$ 275.00		\$ 1,400.00		\$ 625.00		\$ 190.00		\$ 425.00		\$ 2,000.00		\$ 500.00		\$ 4,200.00	
D	Banon Way from Marylea Avenue to Lanmore Street	EACH	1	\$ 1,292.00		\$ 275.00		\$ 360.00		\$ 625.00		\$ 190.00		\$ 425.00		\$ 2,000.00		\$ 500.00		\$ 1,000.00	
E	Brednick Avenue from Brownsville Road to Dalewood Street	EACH	1	\$ 1,292.00		\$ 275.00		\$ 600.00		\$ 625.00		\$ 190.00		\$ 425.00		\$ 2,000.00		\$ 500.00		\$ 550.00	
F	Brednick Avenue from Dalewood Street to Cloverlea Street	EACH	1	\$ 1,292.00		\$ 275.00		\$ 450.00		\$ 625.00		\$ 190.00		\$ 425.00		\$ 2,000.00		\$ 500.00		\$ 750.00	
G	Bookman Avenue from W. Garden Road to Laveton Street	EACH	1	\$ 1,292.00		\$ 275.00		\$ 1,200.00		\$ 625.00		\$ 190.00		\$ 425.00		\$ 2,000.00		\$ 500.00		\$ 1,550.00	
	Total Traffic Control (Items 10A through 10G)				\$ 9,044.00		\$ 1,925.00		\$ 5,485.00		\$ 4,375.00		\$ 1,330.00		\$ 2,975.00		\$ 14,000.00		\$ 3,500.00		\$ 9,950.00
	BID TOTAL			\$	190,632.37	\$	197,410.73	\$	199,147.50	\$	206,827.00	\$	208,361.60	\$	215,196.25	\$	241,449.50	\$	245,524.75	\$	295,216.00
					Low Bidder*																

* Mele & Mele Calculated Bid Item #3 wrong.
Bid Tab shows corrected value of \$34,141.50
against the \$34,546.50 in the bid and proposal
form.



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 11.d.
ACTION ITEM

SUBJECT: Consider approving the Work Authorization from Gateway Engineers Associated with MS4 in the Amount of \$20,000 to be paid from the Capital Improvement Fund Line Item 18-446-313 - Stormwater Engineering [ACTION ITEM]

DATE: March 20, 2017

PRESENTED BY: MR. VITALI ALEXANDROV
ASSISTANT PUBLIC WORKS DIRECTOR

SUMMARY:

The Borough has contacted Gateway to assist with the MS4 strategy requirements for the Saw Mill Run Watershed. The MS4 is a mandated requirements intended to maintain DEP permit.

BUDGET IMPACT:

18 446-313 ENGINEERING SVCS

2017 Budget = \$25,000.00

RECOMMENDATION:

Borough Staff Recommends approving this Work Authorization.

PROS:

Assists with the water quality of Saw Mill Run.

CONS:

Unfunded Mandate by the Federal Government.

ATTACHMENTS:

Description

2017 MS4 WA

Upload Date

3/20/2017

Type

Cover Memo

February 16, 2017

Project Name: Brentwood Borough – 2017 MS4 Program**Project Number:** C-40113-2017**Project Location:** Brentwood Borough, Allegheny County, PA**Work to be Performed**

As directed by Brentwood Borough, Gateway shall assist in the preparation of services associated with the Borough's MS4 permit compliance efforts.

Fee Schedule

The above Work to be Performed will be billed on a time and materials basis. Invoicing for the project will occur monthly in accordance with the previously submitted hourly rate schedule, which will be in effect through the end of this calendar year. Gateway shall provide timely status reports regarding the progress of the work.

Our fees will not exceed \$20,000 without submitting and receiving another signed work authorization prior to continuing our work.

Ryan R. Berner, GISP
Project Manager

Aaron L. Richardson, PMP
Principal In Charge

Acceptance

I/We, the undersigned, accept this proposal as outlined above.

Company Brentwood Borough

Signature _____

Print Name _____

Date _____

Contact Number _____

Upon acceptance and
completion of this form,
return the signed proposal.

RETURN

A FULL-SERVICE CIVIL ENGINEERING FIRM



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 12.a.

SUBJECT: Consider Conditional Use Application for Home Based Business

DATE: March 20, 2017

ATTACHMENTS:

Description

Upload Date

Type



**BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 12.b.**

SUBJECT: FYI- Public hearing for zoning ordinance amendment to be held on March 27th.

DATE: March 20, 2017

**PRESENTED BY: MR. ERIC PECCON
ASSISTANT BOROUGH MANAGER**

SUMMARY:

The Brentwood Zoning Code currently bans digital signs in all district. In 2016, Council indicated a desire to set standards for the installation of such signs in the commercial district. A draft ordinance, which allows these signs only as a conditional use, was reviewed by the Planning Commission at its August meeting. This body recommended additionally permitting such signs to be installed in the mixed use district, subject to several further restrictions. Prior to adopting the ordinance in either format, Council must solicit citizen commentary via a public hearing.

BUDGET IMPACT:

Advertising and court reporter fees.



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 12.c.

SUBJECT: Consider parking ordinance amendments [DISCUSSION].

DATE: March 20, 2017

**PRESENTED BY: MR. ERIC PECCON
ASSISTANT BOROUGH MANAGER**

SUMMARY:

At its March 13th meeting, the Zoning & Ordinance Committee had an extended conversation on the future of the proposed parking ordinance. After a lively and detailed discussion, the body recommended postponing the enactment of a residential parking permit system until a later date. However, the committee also recommended the implementation of several smaller changes that could have a significant and immediate impact on the parking situation in our densest neighborhoods.

Chapter 154, Article I, which provides general parking regulations, was amended as follows:

- A formula was implemented to determine the number of off-street stalls that are available at a property. The language mirrors the standards included in the zoning code.
- A new section is designed to strengthen enforcement of violations for the parking of unregistered or uninspected autos on the street.
- The ordinance now explicitly states that available driveways and garages must be utilized. However, exceptions will be provided on a case-by-case basis if a site visit determines that a vehicle cannot fit into a stall.
- Tow trucks, dump trucks, and construction vehicles will now be prohibited in all districts unless parked in a garage. Oversized vehicles, including private trucks, will be banned from the street. Commercial vehicles will be required to be stored in a driveway unless none is available.
- Restrictions on the storage of trailers behind the building line have been extended to the mixed-use and commercial districts.
- The ordinance gives a yellow painted curb the same weight as a "no parking" sign, which will increase ease of enforcement.

A new Article III has been added to this chapter. Updates include:

- Sections of four streets have been designated as "business parking zones." Parking will be restricted to residents and permitted business owners. The purpose of this change is to remove employee vehicles from the metered zones to allocate more space for business patrons.
- One block of Brownsville Road will be open to resident parking only. The purpose of this alteration is to ameliorate parking concerns at a 30+ unit apartment building that contains no parking lot.

Chapter 201 has also been changed to implement a proposed park & ride zone. It has been noted that non-residents are utilizing the dead end street in the rear of GetGo as an unregulated park & ride lot. The Borough could generate revenue by selling permits for parking along this street.

BUDGET IMPACT:

Advertising fees. Potential revenue source from park & ride permits.

ATTACHMENTS:

Description	Upload Date	Type
DRAFT Ordinance No. 2017-1257- Parking Updates ANNOTATED	3/20/2017	Cover Memo
DRAFT Ordinance No. 2017-1258- Paid Parking Zonings ANNOTATED	3/20/2017	Cover Memo



THE BOROUGH OF BRENTWOOD
MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199
Office 412-884-1500 – FAX 412-884-1911
www.brentwoodboro.com

ORDINANCE NO. 2017-1257

“PARKING ON STREETS AND PRIVATE PROPERTY”

AN ORDINANCE OF THE BOROUGH OF BRENTWOOD, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING IN ITS ENTIRETY CHAPTER 154 OF THE CODE OF THE BOROUGH OF BRENTWOOD, WHICH PERTAINS TO PARKING.

WHEREAS, the Borough of Brentwood is a municipal corporation organized and existing under the laws of the Commonwealth of Pennsylvania; and

WHEREAS, the Legislature of the Commonwealth of Pennsylvania vests the Borough of Brentwood with the power and authority to make and adopt all such ordinances, bylaws, rules and regulations not inconsistent with or restrained by the Constitution and laws of this Commonwealth, as is expedient or necessary for the proper management, care and control of, *inter alia*, the Borough’s finances, the maintenance of peace, good government, health, safety and welfare of the Borough, its trade, commerce and manufacturers; and

WHEREAS, Brentwood Borough Council has determined that it is necessary to amend its Parking Ordinance to reflect a change in the way that motor vehicles may be parked on streets and private property; and

NOW THEREFORE, on this ____ day of _____ 2017, it is hereby Enacted and Ordained by the Council for the Borough of Brentwood, that:

PART I: AMENDMENTS

Chapter 154, Chapter I, of the Code of the Borough of Brentwood is hereby amended in its entirety as follows:

ARTICLE I: GENERAL PROVISIONS

Section 154-1: Applicability

- A. Unless otherwise explicitly stated, the provisions of this Article apply to all zoning districts of the Borough of Brentwood.
- B. This Article shall not be construed so as to prohibit activities pertaining to the loading or unloading of goods from or onto any vehicle, provided that such activities are conducted

Comment [S1]: Under the current ordinance, there are no specific commercial vehicle prohibitions for the MUN and CRD districts.

between the hours of 7:00 AM and 10:00 PM, prevailing time, nor shall this Article prohibit the collection and transportation of solid waste between the hours of 6:00 AM and 8:00 PM, prevailing time, Monday through Saturday.

Comment [S2]: Collection times altered to reflect language in solid waste ordinance.

Section 154-2: Parking space requirements

- A. Parking stalls located on streets that are owned and maintained by the Borough of Brentwood shall have a length of twenty-two (22) feet.
- B. Private parking stalls in the R-1, R-2, and R-3 zoning district, as defined in Chapter 210 of the Brentwood Borough Code, shall have a length of no less than twenty-two (22) feet and a width of no less than nine (9) feet. Each section of off-street, all-weather parking surface that conforms to said dimensions shall be considered to constitute a separate private parking stall.
- C. Private parking stalls in all other zoning districts shall conform to the standards outlined in Chapter 210 of the Brentwood Borough code.

Comment [EP3]: The Z&O Committee recommended including an explicit formula for determining the number off-street stalls at a residential property. This language conforms to the present Zoning Code.

Section 154-3: Definitions

- A. All of the terms used herein shall have the definitions and connotations ascribed to them in the Pennsylvania Motor Vehicle Code, Title 75 of the Pennsylvania Code, unless otherwise specifically and expressly set forth herein.
- B. As used in this Article, the following terms shall have the meanings indicated:

Commercial vehicle:

Any vehicle used primarily for a commercial, industrial, or institutional purpose, including, but not limited to, the following:

- 1. Any vehicle which displays on its outer surfaces or windows, or by any other means carried on the vehicle, any information advertising a business, service, or product, excluding police, fire, and other emergency vehicles.
- 2. Any vehicle containing boxes or chests designed for carrying tools or equipment, and any vehicle containing racks or other means for carrying ladders, tools, and equipment.
- 3. Any vehicle designed for the transportation of more than nine passengers, inclusive of a driver.

Construction vehicle

Any vehicle designed for specialized construction and maintenance duties, including, but not limited to, backhoes, bulldozers, excavators, forklifts, and tractors.

Comment [S4]: This term is not defined in the present ordinance.

Enclosed

A structure containing a permanently affixed, opaque roof and sides that are designed to surround the interior of said structure in its entirety. Said structure must be accessed through permanently affixed doors. A structure shall not be considered as "enclosed" if

the roof or any side is covered with a tarpaulin, canvas or cloth cover, plastic sheeting, or any similar temporary material.

Lift kit

Any apparatus or device installed or mounted on a vehicle and adapted to raise permanently or periodically the height of the vehicle bumper above the road surface or the vehicle axle.

Oversized vehicle:

Any vehicle that, inclusive of fixtures and accessories, has a length of greater than twenty-two (22) feet, a width of greater than ninety (90) inches, or a height of greater than eight (8) feet, or any vehicle that contains more than two (2) axles.

Comment [EP5]: New definition not included in the 2016 draft. The Z&O Committee recommended this alteration to prevent excessively sized personal vehicles from parking on the street.

Park or Parking:

The temporary storing of a vehicle, whether occupied or not, excluding momentary stopping for the purpose of loading or unloading property or passengers for a period of time not to exceed two (2) minutes.

Person:

A natural person, partnership, corporation, association, institution, cooperative enterprise, trust, or other entity classified as a person under Pennsylvania law.

Private parking stall:

Any privately owned driveway, parking pad, or garage constructed for the storage of motor vehicles, excluding those access aisles designed for the circulation of motor vehicles.

Comment [S6]: This new definition is designed to aid with enforcing the requirement that vehicles be stored in a driveway or garage, if available.

Recreational vehicle

Any self-propelled or towed vehicle that provides living and/or sleeping accommodations.

Comment [S7]: This term is not presently defined in the current ordinance.

Street:

A section of a recorded public right-of-way designed for vehicular access.

Section 154-4: Inspection and registration required

- A. Any motor vehicle parked in the Borough that displays a Commonwealth of Pennsylvania license plate must be registered with the Pennsylvania Department of Motor Vehicles. It shall be unlawful to park any motor vehicle on which the registration has been allowed to expire on any street or private property, except as provided in Subsection D.
- B. Any motor vehicle parked in the Borough that displays a Commonwealth of Pennsylvania license plate must be annually inspected at a Pennsylvania Department of Transportation Inspection Station. It shall be unlawful to park any motor vehicle on which the inspection has been allowed to expire on any street or private property, except as provided in Subsection D.

- C. Any motor vehicle parked in the Borough that displays a license plate from a state other than the Commonwealth of Pennsylvania must adhere to any registration or inspection requirements of said state. It shall be unlawful to park any motor vehicle on which said registration or inspection has been allowed to expire on any street or private property, except as provided in Subsection D.
- D. Any vehicle that does not confirm to the requirements of Section 154-4 above may only be parked in an enclosed private garage.

Comment [S8]: This language in this section has been strengthened significantly so as to allow for the ticketing of any vehicle with an expired registration or inspection sticker. Additionally language has been added to assist with addressing out-of-state autos.

Section 154-5: Use of private parking stalls required

- A. No occupant of a residential unit, or guest thereof, shall be permitted to park a motor vehicle on a street at any time unless all private parking stalls on the property at which such occupant resides are occupied by another motor vehicle.
 - 1. If the length, width, grade, height, or any other physical characteristic of a private parking stall makes it impossible to comply with this requirement, the occupant may apply for a parking permit as outlined in Article II.
 - 2. An occupant shall be permitted to park a motor vehicle in the metered parking zones, as defined in Chapter 201 of the Borough Code, while such occupant patronizes a non-residential use.
 - 3. The owner of a multifamily dwelling may designate private parking stalls for the exclusive use by occupants of certain residential units. In such case, the occupant, or guest thereof, shall not be permitted to park a motor vehicle on a street at any time unless all private parking stalls assigned for the exclusive use of such occupant are occupied by another motor vehicle.
- B. All private parking stalls located at properties containing a non-residential use shall be maintained for the use of employees and/or patrons of such non-residential use.

Comment [S9]: This section is designed to remove any ambiguity from the requirement that driveways and garages must be utilized. Exemptions are provided for driveways and garages that are not usable. I have currently not included any specific length, width, grade, or height figures that would cause a driveway or garage to be considered as "unusable." Language was also included to specify how this requirement would be applied at multifamily buildings.

Section 154-6: Parking of commercial and oversized vehicles

- A. Unless actively engaged in a commercial activity, tow trucks, dump trucks, construction vehicles, and any motor vehicle containing more than two (2) axles shall be prohibited from parking in an R-1, R-2, R-3, or MUN District, as defined in Chapter 210 of the Borough Code, or at any residential unit, unless parked in an enclosed private garage.
- B. Unless actively engaged in a commercial activity, tow trucks, dump trucks, construction vehicles, and any motor vehicle containing more than two (2) axles shall be prohibited from parking in the CRD district, as defined in Chapter 210 of the Borough Code, unless parked behind all front building setback lines of the property on which said commercial vehicle is parked.

Comment [S10]: This section is designed to prevent commercial property owners from not maintaining off-street stalls, such as has occurred at the Mokwa Buildings.

Comment [S11]: The present ordinance prohibits these classes of vehicles, but it only applies to residential zoning districts.

- C. Unless actively engaged in a commercial activity, all oversized vehicles and all commercial vehicles, except as further regulated in Subsection A, shall be parked in a private parking stall.
- D. Except as prohibited under Subsection A and Subsection C, if a property does not contain a private parking stall, the Chief of Police may issue a permit for the parking of said commercial vehicle on the street.
- E. Any application for a commercial vehicle parking permit shall be made in writing on a standardized form. The fee for such permit shall be set by resolution of Borough Council.
- F. No more than one (1) permit shall be issued to any person. No more than one (1) permit shall be issued in conjunction with any individual residential unit or non-residential use.
- G. The permit shall be plainly displayed on the commercial vehicle for which said permit was issued.
- H. The permit shall not be transferred from the commercial vehicle for which said permit was issued.
- I. The Chief of Police may impose reasonable conditions related to the use and maintenance of such permit, which conditions must be stated in writing at the time that such permit is issued.
- J. The Chief of Police may revoke the permit from any person who violates any provision of this Article.
- K. Any person may appeal the denial or revocation of a commercial vehicle parking permit to the Borough Mayor.

Comment [EP12]: The 2016 draft proposed that, if a property contains a garage or features a rear driveway, commercial vehicles must be parked in such location. The revised draft simply requires these vehicles to be stored off the street unless no driveway is available.

Comment [S13]: This section maintains the commercial permit parking system but strengthens regulations to remove oversized vehicles from the street.

Section 154-7: General parking regulations

- A. It is unlawful to park any motor vehicle at any time where a “no parking” sign has been erected or the curb adjacent to a street has been painted yellow.
- B. Any boat, boat trailer, utility trailer, or recreational vehicle must be parked in accordance with the following standards:
1. No such vehicle shall be parked on any street at any time.
 2. Such vehicle shall be parked in an enclosed private garage or in a driveway that is located behind all front building setback lines of the property on which said vehicle is parked.

Comment [EP14]: Yellow paint is currently utilized only as courtesy reminder. The Z&O Committee recommended updating the ordinance to give a yellow curb the same meaning as a “no parking” sign.

Comment [S15]: The boat and trailer requirements currently apply only to residential districts. The length limitation has been removed.

- C. No motor vehicle having a lift kit installed thereon and having a bumper height in excess of thirty (30) inches as measured from ground level to the highest point of said bumper, may be parked in an R-1, R-2, R-3, or at any residential unit, as defined in Chapter 210 of the Borough Code, unless parked in an enclosed garage.

Comment [S16]: Language has been added to ensure that such vehicles cannot be parked at any residences, regardless of zoning classification.

Section 154-8: Construal of provisions

No provision of this Article shall be construed so as to prevent the placement of dumpsters or portable storage containers in private parking stalls, as permitted under Chapter 174 of the Borough Code.

Section 154-9: Violations and penalties

Any person who violates any provision of this Article, upon conviction thereof by a District Justice or other court, shall be sentenced to pay a fine of \$15.00, plus the costs of prosecution. Each day during which such violation occurs shall constitute a separate offense.

Chapter 154, Chapter III, is hereby added to the Code of the Borough of Brentwood and shall read as follows:

ARTICLE III: SPECIAL PARKING AREAS

Section 154-16: Establishment of business permit parking zones

- A. A non-residential use shall be defined as any parcel of real property, or portion thereof, utilized for a purpose other than residential occupancy.
- B. Any owner of a non-residential use that abuts the meter parking zones, as defined in Chapter 201 of the Borough Code, may apply for no more than one (1) business parking permit which shall be used exclusively by said owner or an employee thereof.
- C. Each issued permit shall confer to the owner or employee the right to park a motor vehicle between the hours of 6:00 AM and 6:00 PM, prevailing time, on the following streets, provided that the parking of said motor vehicle must adhere to the conditions outlined in Article I:
1. Clermont Avenue between Brentwood Avenue and East Bellecrest Avenue.
 2. Dalewood Street between Grad Street and Burdine Avenue.
 3. Pary Street between Hillson Avenue and Munsey Avenue.
 4. Pointview Road between Brownsville Road and Woodrow Avenue.

Comment [EP17]: Definition was included in the original 2016 draft, but it has been relocated due to the removal of the residential permit parking updates.

Comment [S18]: During the presentation of the 2016 draft, there was a suggestion to perhaps allow for additional permits for businesses with a larger number of employees.

Comment [S19]: The 6PM ending time is to provide a transitional period during which business owners can move their vehicles back to Brownsville Road following the expiration of meter enforcement hours.

- D. During the restricted times described in Subsection B above, a residential parking permit, as described in Section 154-10, or a business parking permit shall be permitted to park a motor vehicle in the business permit parking zones.

Comment [S20]: Permits residents of the business parking zone streets to store their vehicle on the street during the day if necessary. Note that, although this language mentions permits, it does not require the Borough to implement a true permit parking system.

Section 154-17: Establishment of special parking zones

A residential parking permit as described in Section 154-11 shall be required to park a motor vehicle at any time on the following streets:

1. Brownsville Road between Bellecrest Avenue and Francis Avenue.

Comment [S21]: The parking meters in this block are highly underutilized. Additionally, an apartment structure in this block contains approximately 30 blocks but features no off-street parking. Chief Zeppuhar proposed this change to allow such space to be better utilized.

Section 154-18: Signs and enforcement

- A. Signs shall be placed on any street in which parking is restricted under this Article, and such signs shall outline the restrictions set forth herein.
- B. The Chief of Police and/or his designee are empowered to enforce the provisions of this Article.

Comment [S22]: Language has been changed to allow the meter personnel to address parking regulations.

Section 154-19: Violations and penalties

Any person who violates any provision of this Article, upon conviction thereof by a District Justice or other court, shall be sentenced to pay a fine of \$15.00, plus the costs of prosecution. Each day during which such violation occurs shall constitute a separate offense.

PART II- The Borough Manager, Police Department, Borough Solicitor, and all others employed or appointed by the Borough of Brentwood, are authorized to take any and all action necessary to ensure implementation of this Ordinance and to effectuate the purpose hereof.

PART III- Any and all Ordinances and/or Resolutions, or parts thereof, conflicting herewith are repealed insofar as the matters here in affected.

PART IV- The provisions of this Ordinance are servable, and if any cause, sentence, section or subsection hereof shall be adjudged by any court of competent jurisdiction to be illegal, invalid or unconstitutional, such judgment or decision shall not affect, impair, or invalidate the remainder, but shall be confined in its operation and application to the clause, sentence, or subsection rendered. It is hereby declared that the intent of the Borough of Brentwood Council that this Ordinance would have been adopted if such illegal, invalid, or unconstitutional clause, sentence, section, or subsection had not been included therein.

PART V- This Ordinance is effective immediately upon enactment according to law, and shall remain in effect hereafter until revised, amended, or revoked by action of the Council of the Borough of Brentwood.

ORDAINED AND ENACTED THIS _____ DAY OF _____ 2017 BY
THE BOROUGH COUNCIL OF THE BOROUGH OF BRENTWOOD.

ATTEST:

BOROUGH OF BRENTWOOD

George Zboyovsky, P.E.

Borough Manager

John Frombach

President of Council

EXAMINED AND APPROVED BY ME THIS _____ DAY OF _____
2017

Dennis Troy

Mayor

APPROVED AS TO FORM

Gavin Robb

Borough Solicitor



THE BOROUGH OF BRENTWOOD
MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199
Office 412-884-1500 – FAX 412-884-1911
www.brentwoodboro.com

ORDINANCE NO. 2017-1258

“PAID PARKING ZONES”

AN ORDINANCE OF THE BOROUGH OF BRENTWOOD, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, AMENDING IN ITS ENTIRETY CHAPTER 201, ARTICLE I, OF THE CODE OF THE BOROUGH OF BRENTWOOD, WHICH PERTAINS TO PARKING.

WHEREAS, the Borough of Brentwood is a municipal corporation organized and existing under the laws of the Commonwealth of Pennsylvania; and

WHEREAS, the Legislature of the Commonwealth of Pennsylvania vests the Borough of Brentwood with the power and authority to make and adopt all such ordinances, bylaws, rules and regulations not inconsistent with or restrained by the Constitution and laws of this Commonwealth, as is expedient or necessary for the proper management, care and control of, *inter alia*, the Borough’s finances, the maintenance of peace, good government, health, safety and welfare of the Borough, its trade, commerce and manufacturers; and

WHEREAS, Brentwood Borough Council has determined that it is necessary to amend its Parking Meter Ordinance to control the storage of vehicles in an area that is popularly utilized by non-residents as an unregulated park and ride facility; and

NOW THEREFORE, on this ____ day of _____ 2017, it is hereby Enacted and Ordained by the Council for the Borough of Brentwood, that:

PART I: AMENDMENTS

Chapter 201, Article I, of the Code of the Borough of Brentwood is hereby amended in its entirety as follows:

Article I: Paid Parking Zones

Section 201-1: Metered parking zones established

It shall be unlawful for the owner or the operator of any motor vehicle to park such vehicle between the hours of 9:00AM and 5:00PM, prevailing time, on Mondays through Fridays or between the hours of 9:00AM and 1:00PM, prevailing time, on Saturdays, in designated parking stalls in the metered parking zone of the Borough of Brentwood unless the owner or operator has made payment at the parking meter controlling said stall. The metered parking zone shall include the portions of the streets described and designated as follows:

1. Brownsville Road between Sankey Avenue and Bellecrest Avenue

Comment [EP1]: Such change would be necessary to implement Chief Zeppuhar’s proposal to eliminate the parking meters between Bellecrest and Francis Avenues. A special permit parking zone is proposed to be established in its place.

2. Brownsville Road between Hillson Avenue and Hillman Avenue
3. Brownsville Road between Towne Square Way and Dewalt Avenue
4. Dewalt Avenue between Brownsville Road and Lawnview Avenue
5. Meadowbrook Boulevard between Brownsville Road and Dalewood Street

Section 201-2: Parking fees; time limits.

A. Upon entering any designated parking stall in the metered parking zone, the owner or operator of any motor vehicle shall immediately make payment at the parking meter controlling said stall sufficient to cover the time that said owner or operator intends to occupy the stall.

B. The fee for parking a motor vehicle in the metered parking zone shall be one dollar (\$1.00) per hour.

C. No motor vehicle may be parked in the metered parking zone for greater than two (2) consecutive hours.

Section 201-3: Exemptions to certain provisions.

No fee shall be assessed to park a motor vehicle in the metered parking zone on Sundays or on any legal holiday marked by the suspension of business of the Borough of Brentwood.

Section 201-4: Characteristics of metered parking stalls.

A. Each parking meter installed in the metered parking zone shall be placed upon the sidewalk and immediately adjacent to the designated parking stalls controlled by said meter.

B. Each parking meter installed shall indicate by a proper legend the legal parking time and the commensurate fee and, when occupied, shall indicate the duration of the period of legal parking and, on the expiration of such period, shall indicate unlawful overtime parking.

C. Lines shall be painted upon the street adjacent to each parking meter for the purpose of defining the designated parking stall controlled by said meter.

Section 201-5: Park & ride zone established

It shall be unlawful for the owner or the operator of any motor vehicle to park such vehicle between the hours of 9:00AM and 5:00PM, prevailing time, on Mondays through Fridays, in designated parking stalls in the park & ride zone of the Borough of Brentwood unless the owner or operator has purchased a parking permit for the same. The park & ride zone shall include the portions of the streets described and designated as follows:

1. Old Clairton Road from Marylea Avenue to its terminus approximately 240 feet to the northeast.

Section 201-6: Parking fees; time limits

A. The Borough shall sell permits, on a first-come, first served basis, for the parking of motor vehicles in the park & ride zone.

B. The fee for such permit shall be set by resolution of Brentwood Borough Council. Each permit shall be prepaid and valid for a period of three (3) months.

Section 201-7: Violations and penalties.

A. If any motor vehicle remains in any parking stall in the metered parking zone for such length of time that the meter shall indicate by a proper signal that the lawful parking time has expired, or if such vehicle remains in said stall for greater than two (2) consecutive hours, said vehicle shall be considered as having been parked overtime. Every hour that a vehicle remains parked overtime shall constitute a separate violation of this article.

B. Any owner or operator who allows a motor vehicle to be parked overtime, or any owner or operator who allows a motor vehicle to be parked in the park & ride zone without a permit, shall be issued a parking violation notice and ordered to pay a fine of ten dollars (\$10). If said owner or operator does not satisfy said fine within forty-eight (48) hours, then a late penalty of five (\$5) dollars shall be additionally assessed against said owner or operator.

C. If the owner or operator fails to respond to the parking citation within fifteen (15) days of issuance, the Borough shall proceed with the issuance of a citation in accordance with the Pennsylvania Rules of Criminal Procedure. Upon conviction by the Magisterial District Justice, the defendant shall be ordered to pay the applicable fine plus the costs of prosecution.

PART II- The Borough Manager, Police Department, Borough Solicitor, and all others employed or appointed by the Borough of Brentwood, are authorized to take any and all action necessary to ensure implementation of this Ordinance and to effectuate the purpose hereof.

PART III- Any and all Ordinances and/or Resolutions, or parts thereof, conflicting herewith are repealed insofar as the matters here in affected.

PART IV- The provisions of this Ordinance are servable, and if any cause, sentence, section or subsection hereof shall be adjudged by any court of competent jurisdiction to be illegal, invalid or unconstitutional, such judgment or decision shall not affect, impair, or invalidate the remainder, but shall be confined in its operation and application to the clause, sentence, or subsection rendered. It is hereby declared that the intent of the Borough of Brentwood Council that this Ordinance would have been adopted if such illegal, invalid, or unconstitutional clause, sentence, section, or subsection had not been included therein.

PART V- This Ordinance is effective immediately upon enactment according to law, and shall remain in effect hereafter until revised, amended, or revoked by action of the Council of the Borough of Brentwood.

ORDAINED AND ENACTED THIS _____ **DAY OF** _____ **2017 BY THE**
BOROUGH COUNCIL OF THE BOROUGH OF BRENTWOOD.

Comment [EP2]: The small, dead end section of street behind GetGo is currently being utilized as a free park & ride zone. Chief Zeppuhar performed several spot studies of the autos that are stored in this area and concluded that a very limited number of Brentwood residents are using these spaces. It has been proposed to sell prepaid permits for the use of such spaces. The cost of a permit would be set in the annual fee resolution. Even at a \$3 to \$5 per day price, such spaces would be desirable, due to the prohibitive cost of parking in a Downtown lot.

Comment [EP3]: Meter parking violation rates would be extended to the park & ride zone.

ATTEST:

BOROUGH OF BRENTWOOD

George Zboyovsky, P.E.
Borough Manager

John Frombach
President of Council

EXAMINED AND APPROVED BY ME THIS _____ DAY OF _____ 2017

Dennis Troy
Mayor

APPROVED AS TO FORM

Gavin Robb
Borough Solicitor



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 13.a.

SUBJECT: FYI - BPI Purse Bash

DATE: March 20, 2017

ATTACHMENTS:

Description

Upload Date

Type

Purse Bash Flyer

3/18/2017

Cover Memo

BRENTWOOD PARK INITIATIVE

**Saturday,
April 29, 2017
1:00-5:00
Doors open at
Noon**



**Salvatore's
Banquet Hall
5001 Curry Rd
Pittsburgh, PA
15236**

Drawings:

1:00 - Coach #1	1:15 - Michael Kors #1	1:30 - \$150	1:45 - Coach #2
2:00 - Coach #3	2:15 - Michael Kors #2	2:30 - \$150	2:45 - Coach #4
3:00 - Coach #5	3:15 - Michael Kors #3	3:30 - \$150	3:45 - Coach #6
4:00 - M Kors #4	4:15 - Kate Spade #1	4:30 - \$150	4:45 - Kate Spade #2
5:00 Surprise Drawing with \$200			

50/50, Chinese Auction and Walk around Drawings will be available throughout the event.

Some raffle items require additional purchase.

Doors open @ 12:00 noon. Buffet Lunch provided with soda, coffee and tea included. Cash Bar. No outside alcohol permitted. Winner need not be present.

**Tickets = \$35 each
(two 3-digit numbers per ticket)**

For more information :

Website: www.brentwoodparkinitiative.com or

Facebook: Brentwood Park Initiative

Or call: 412-897-9605 Pam, 412-882-5189 Donna



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 13.b.

SUBJECT: Consider Resolution No. 2017-26; DCNR Grant

DATE: March 20, 2017

**PRESENTED BY: MR. GEORGE ZBOYOVSKY, PE
BOROUGH MANAGER**

SUMMARY:

This is associated with the Borough applying for a \$450,000 DCNR Grant to assist with the costs to renovate the Brentwood Pool.

BUDGET IMPACT:

N/A - there are no costs associated with applying for the grant.

RECOMMENDATION:

Borough staff recommends approving the Resolution if Council wishes to apply for a DCNR Grant in 2017.

PROS:

Resolution is required in order to apply for a DCNR Grant.
Total Pool Renovations are estimated at \$1.7 million.
Phase I will be approximately \$900,000.00.

Phase II will be approximately \$800,000.00.

CONS:

If awarded a \$450,000 grant, the Borough will be required to provide \$450,000 to go towards the Match.

STRATEGIC GOALS APPLIED:

Strategic Goal 10: Improve Conditions of Infrastructure.

Strategic Goal 11: Establish More Benefits of Residency

ATTACHMENTS:

Description

Upload Date

Type



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 14.a.
ACTION ITEM

SUBJECT: Consider the proposal from ADA Consults for Americans with Disabilities Act compliance review services for the Brentwood Civic Center at a not-to-exceed cost of \$2,750.00 to be paid from the following General Fund Accounts: \$1,000 from 01-453-450 Civic Center Contracted Services and \$1,700 from 01-454-450 Park Contracted Services. [ACTION ITEM]

DATE: March 20, 2017

PRESENTED BY: MR. GEORGE ZBOYOVSKY, PE
BOROUGH MANAGER

SUMMARY:

This item is associated with performing needed upgrades to the Civic Center. A combination of expanded recreational programming and aggressive marketing of the availability of the site for private rentals has led to a significant increase in annual usage of the facility. Because a far greater number of people are visiting the space, deficiencies at the property have become an ever greater concern. Because it was constructed prior to 1990, the Civic Center is not in compliance with Americans with Disabilities Act standards. There is a need to retrofit this space to meet the regulations for public buildings.

Prior to attaining the services of a contractor, it is necessary to perform a thorough evaluation of site deficiencies. The Borough has received a quote from ADA Consults for a an on-site review of conditions and the creation of a report that outlines recommendations for achieving compliance. This report could then be used to apply for Grant Funding associated with bringing public facilities into compliance.

BUDGET IMPACT:

This Project would be funded through the General Fund Line Item 01-453-450 Civic Center Contracted Services as well as 01-454-450 Park Contracted Services since this item would also involve the Civic Center "ADA Parking Lot" which is also the ADA Parking for the playground/park etc.

Project costs are \$1,200 for site work and \$2,500 for review and site preparation. The total \$2,700.00.

01-453-450 Budget = \$2,000.00
Year-To-Date = \$0.00
Encumbered = \$800.00
Balance = \$1,200.00

Proposed = \$1,000.00
Balance = \$200.00

01-454-450 Budget = \$6,000.00

Year-To-Date = \$0.00
Encumbered = \$4,000.00
Balance = \$2,000.00

Proposed = \$1,700.00
Balance = \$300.00

RECOMMENDATION:

Approve the proposal as presented.

PROS:

- An ADA Evaluation is needed to bring this much utilized facility into compliance to prevent any possible litigation.
- The Evaluation can be used when applying for grant funding.
- The Evaluation can be used when determining the costs for Capital Planning.

CONS:

STRATEGIC GOALS APPLIED:

Strategic Goal 10: Improve Conditions of Infrastructure.

Strategic Goal 11: Establish More Benefits of Residency

ATTACHMENTS:

Description

ADA Consults proposal

Upload Date

3/16/2017

Type

Cover Memo



A Proposal to Brentwood Borough to provide ADA Consulting Services for the Civic Center Building – Brentwood Park

Background

ADA Consults, LLC has been requested to submit a proposal to Mr. George Zboyovsky, Borough Manager for Brentwood Borough to provide ADA consulting services necessary to determine compliance with the ADA Standards for Accessible Design throughout the Civic Center Building in Brentwood Borough.

ADA Compliance Review

ADA Consults, LLC will perform an ADA Compliance Evaluation of the Civic Center Building, located at 118 Park Drive, Brentwood, PA 15227.

Regulatory Requirements

Brentwood Borough is a title II entity under the Americans with Disabilities Act (ADA). The ADA Compliance Review and recommendations made will be based on the 2010 ADA Standards for Accessible Design.

Phase One: ADA Compliance Review

On-Site:

- ☐ Detailed inspection of exterior site elements to include parking, relevant sidewalks/walkways, exterior deck/patio, seating, stairs, etc.
- ☐ Entrances and exits, interior paths of travel, strobes/alarms and signage.
- ☐ Conference/meeting rooms, PALS play room, and other rooms available to the public.
- ☐ Common use rest rooms and common use water fountains.
- ☐ Common areas available to the public (stage, bar, commercial kitchen, public address system, seating, etc.
- ☐ Completion of survey forms to capture existing conditions.
- ☐ Measurement of key conditions of non-compliant items/areas taken.
- ☐ Photographs taken as determined by surveyor.

Phase Two: ADA Compliance Review

Report:

- ❑ Executive Summary
 - Obligations of a title II entity under the ADA
- ❑ Compliance Report
 - Location and description of major and minor barriers of the facility complete with measurements of existing conditions as determined by surveyor
 - Recommendations for compliance
- ❑ CD of reports and photographs documenting non-compliant items/areas as determined relevant by surveyor

Proposed Cost

Phase One:	\$ 1,250.00*
Phase Two:	<u>\$ 1,500.00*</u>
TOTAL:	\$ 2,750.00*

*Plus, out of pocket expenses

If additional services are requested or required that fall outside of the above-noted scope and cost, they will not be provided without the prior knowledge and consent of the Brentwood Borough Manager.

Respectfully submitted:

Penny L. Reddy

Penny L. Reddy

Principal

March 13, 2017

The scope and cost of this proposal shall remain valid for 30 days from this date.

Accepted by:

Brentwood Borough Manager

Date

Brentwood Borough Proposal
Civic Center Building – 118 Park Drive, Brentwood, PA 15227
ADA Consults, LLC
March 13, 2017

Proprietary and Confidential



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 14.b.

SUBJECT: Consider adopting Resolution No. 2017-23, authoring the Borough to enter into a contract with Sable Kennels for Animal Control.

DATE: March 20, 2017

PRESENTED BY: Chief Adam Zeppuhar

SUMMARY:

This contract pertains to animal control within the borough. Often times, the police department is found having to handle lost/found/stray dogs around the borough because there is no current contracted animal control provider.

BUDGET IMPACT:

\$125 per month.

RECOMMENDATION:

Staff recommends entering into this contract.

PROS:

- Frees-up police resources for proactive patrol and crime deterrence.
- Professionals in this specialty area will be handling these calls.

CONS:

- Cost

STRATEGIC GOALS APPLIED:

Strategic Goal 11: Establish More Benefits of Residency

Strategic Goal 9: Reduce Crime in the Borough

Strategic Goal 1: Improve Brentwood Borough's "Reputation".

ATTACHMENTS:

Description	Upload Date	Type
-------------	-------------	------

Sable Kennel Liability Insurance	3/18/2017	Cover Memo
Sable Kennel Contract	3/20/2017	Cover Memo
Resolution No. 2017-23: Animal Control Agreement	3/20/2017	Cover Memo



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/15/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Pinnacle Group 3301 William Penn Hwy Pittsburgh, PA 15235	CONTACT NAME: Michael Mulhern		
	PHONE (A/C, No. Ext): (412) 816-1000	FAX (A/C, No): (412) 816-0140	
	E-MAIL ADDRESS: mikem@pinnacle4ins.com		
INSURED Sable Kennel 1681 5th Ave Mc Keesport, PA 15132	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: W N Tuscano Agency Inc		TU
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		PK274776	01/19/2017	01/19/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

EVIDENCE OF INSURANCE

CERTIFICATE HOLDER

CANCELLATION

TO WHOM IT MAY CONCERN

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Sable Kennel

1681 5th Avenue, McKeesport, Pennsylvania 15132

412-660-2350 (work) 412-628-2840 (personal)

sablekennel.ac@gmail.com

AGREEMENT

Made and entered into this the _____ day of _____ 2017, by and between _____ Brentwood Borough _____, the party of the first part, hereinafter referred to as "CLIENT", and SABLE KENNEL, the party of the second part.

WITNESSETH:

WHEREAS, party of the first part, hereinafter referred to as CLIENT, is desirous of acquiring dog and animal control services within its jurisdictional boundaries; and

WHEREAS, the CLIENT is desirous of contracting a Dog Law Enforcement Officer; and

WHEREAS, the CLIENT is desirous of contracting with SABLE KENNEL, an entity that provides dog and animal control services, to render services for the performance of the duties set forth herein.

NOW, THEREFORE, in consideration of the above recitals and intending to be legally bound, the CLIENT and SABLE KENNEL, agree as follows;

I. SABLE KENNEL; is to perform the following duties;

1. to collect and capture all dogs running at large in the said municipality, if possible or to collect and capture as many dogs running at large within said municipality as is reasonably possible.

2. to hold licensed dogs for a period of ~~no more than~~ five (5) days after capture,

after having notified the owner, also to feed and water all dogs while in custody.

3. to hold all stray or otherwise appearing to be unlicensed dogs, and in good health, for a period of 48 hours, after which time said dogs will be placed or humanely destroyed.

4. to answer and respond to all calls including calls referring to road killed dogs as quickly as possible after receiving said call and to patrol the municipality in search of dogs running at large.

5. to commence prosecution of all violators of the 1982 Pennsylvania State Dog Law Act and the Rabies Prevention Act of 1986, as amended.

6. road kill services as follows; SABLE KENNEL will pick up and remove deer killed along a roadway in the municipality at a rate of \$75.00 per animal, Monday ~~or~~ through Thursday from 8:00 am through 8:00 pm; \$100 per animal at all other times. Small animals, \$25.00 per animal, Monday through Friday 8:00 am through 8:00 pm; \$50 per animal at all other times.

7. to comply with all federal, state and local laws and regulations.

7. to perform other services not mentioned in this contract as CLIENT and SABLE KENNEL shall agree to in writing referencing this AGREEMENT.

II. SABLE KENNEL working hours are from 8 AM until 4 PM, Monday through Friday. Closed Saturdays, Sundays and Holidays. Emergency calls answered after normal working hours or on Saturdays, Sundays, or Holidays that require a truck to be dispatched will be charged to ~~the municipality~~ CLIENT at \$25.00 per call. These calls will be verified with each month's report. If the owner claims any dog that is picked up as a result of an evening or weekend call, where there is an additional charge of \$25.00 incurred, that amount will be charged to that owner and not ~~the municipality~~ CLIENT.

We consider an emergency as;

a. a sick or injured dog

b. a dog endangering public health or welfare

III. Trucks used or maintained by SABLE KENNEL, shall be equipped with CapChur Gun, tranquilizer and any other equipment or aid deemed necessary by SABLE KENNEL, for the capture or dogs falling within the scope of the Dog Law Act of 1982 and this Agreement.

IV. In the event of a dog bite, the owner of such animal shall bear the responsibility of any and all observation fees resulting from his dogs biting another animal or human being. If the owner of said animal is unknown, SABLE KENNEL, shall bear the expense of the dog's observation period.

V. The CLIENT agrees to pay SABLE KENNEL the sum of \$___125.00___ (One Hundred twenty five dollars) per month for and during the term of this Agreement. This Agreement shall continue in effect for the period ~~of~~ twenty four (24) months commencing on _____, 2017.

VI. In the event the CLIENT does not maintain its own kennels;

A. ~~The fees as provided for in Section 302 of the Dog Law Act of 1982, shall be paid to SABLE KENNEL by the CLIENT by either of the following methods;~~

~~SAID METHOD TO BE DETERMINED BY THE MUNICIPALITY.~~

~~_____ 1. By having the owner of the dog seized and detained, pay same directly to SABLE KENNEL or~~

~~_____ 2. by having said owner pay such amount to the CLIENT, which municipality shall pay same to SABLE KENNEL. Except for state reimbursement money as described in Section VI(D), CLIENT shall have no role in billing or collecting any fees under this Agreement other than verification that SABLE KENNEL provides animal~~

control services for the Borough of Brentwood.

B. A board fee for each day the animal remains in the custody of SABLE KENNEL, must be paid by the owner of said animal prior to its release by SABLE KENNEL.

C. A fee to be determined solely by SABLE KENNEL, shall be charged to any resident of the CLIENT for either;

1. placing in homes or
2. destroying humanely

any privately and/or individually owned dog, dogs, and /or litter of dogs or cats, and/or litter of cats belonging to and/or owned by any resident of said municipality. Said above referred to animals are deemed to be personal property of any said resident.

D. As provided in the Dog Law Act of 1982 as amended, a stray dog and /or stray dogs which enter a resident's property and they keep or harbor or have in their care, or permit to remain on or about any premises occupied by them, the said resident is consequently responsible for and liable for said dog, however if SABLE KENNEL is notified of any such arrival of stray dog within two (2) days of such arrival, then SABLE KENNEL agree with the CLIENT that said resident shall not be charged the above referred to fee as set forth in paragraph 5EVI(C). This provision in no way alters or affects any other provisions set forth in this Agreement. State reimbursement money paid to the CLIENT will be paid quarterly to SABLE -KENNEL.

VIII. Termination. This Agreement may be terminated by SABLE KENNEL or the CLIENT in writing, with a ~~30-thirty~~ (thirty30) day notice, ~~listing the reasons for said termination~~at the sole discretion of either party.

XIV. Records, Reports, and Audits. SABLE KENNEL shall provide certain reports to CLIENT in electronic format on a monthly basis and such reports shall contain at least the information described as follows:

- i. Number of Requests Responded to;
- ii. Dates and Times of each Request Responded to;
- iii. Number of Dogs Impounded;
- iv. Number of Cats Impounded;
- v. Total Impounded;
- vi. Bite Reports;
- vii. Warnings Issued;
- viii. Citations Issued;
- ix. Number of dead animals removed;
- x. Meetings with residents;
- xi. Dispositions Reports including the following:
 - i. Returned to Owner
 - ii. Rescued
 - iii. Adopted
 - iv. Other/Deceased

XV. SABLE KENNEL shall, at all times while providing services for CLIENT, maintain general liability insurance in an amount not less than One Million Dollars (\$1,000,000) per occurrence. The "Borough of Brentwood" shall be named as an

Additional Insured on said insurance policy. SABLE KENNEL shall provide CLIENT with a copy of an insurance certificate evidencing such coverage upon execution of this Addendum.

SABLE KENNEL is an independent contractor and this Agreement shall not be deemed to create an employee or agency relationship with the Borough of Brentwood. SABLE KENNEL shall maintain workers' compensation insurance as required by law.

XVI. SABLE KENNEL agrees to defend, indemnify and hold CLIENT harmless from any and all claims, suits, judgments, and any damages or alleged damages to persons or property arising out of or related to SABLE KENNEL's performance of its obligations under this Agreement.

XVII. This Agreement is effective upon execution and delivery by all parties hereto. This Agreement may be executed in any number of counterparts, each of which, when so executed, shall be deemed an original, but all such counterparts shall constitute but one and the same instrument.

[SIGNATURE PAGE TO FOLLOW]

~~This contract is to be in full force and effect for a period of twenty-four months,~~
that is from _____ to _____.

~~-IN WITNESS WHEREOF, -the parties hereto have set their hands and seals this~~
date, the day and year first above written.

WITNESS/ATTEST:

SABLE KENNELS

Print Name: _____

Title: _____

ATTEST:

BOROUGH OF BRENTWOOD

Manager/Secretary

Council President / Vice President

~~Contracting Municipality~~

~~By: _____~~

~~WITNESSES:~~

~~_____~~

~~_____~~

~~Sable Kennels~~

~~By: _____~~

~~Dawn A Weichler (Owner)~~



THE BOROUGH OF BRENTWOOD

MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199
Office 412-884-1500 FAX 412-884-1911
www.brentwoodboro.com

RESOLUTION NO. 2017-23

A RESOLUTION OF THE BOROUGH OF BRENTWOOD, COUNTY OF ALLEGHENY AND COMMONWEALTH OF PENNSYLVANIA AUTHORIZING THE BOROUGH OF BRENTWOOD TO ENTER INTO AN AGREEMENT WITH SABLE KENNELS FOR ANIMAL CONTROL SERVICES.

WHEREAS, the Borough of Brentwood seeks to protect both its residents and their property from nuisance dogs; and

WHEREAS, the Borough similarly seeks to ensure that unlicensed dogs that are removed from municipal streets are housed and nourished in a humane manner; and

WHEREAS, officers of the Brentwood Borough Police Department are presently charged with responding to all nuisance animal calls; and

WHEREAS, Brentwood Borough Council affirms that it is inefficient to solely utilize Police Department resources for animal control purposes; and

WHEREAS, the Borough has received a proposal from Sable Kennels to provide third party animal control enforcement services, as provided for under the Pennsylvania Dog Law Act; and

WHEREAS, the Borough and Sable Kennels have heretofore negotiated Articles of Agreement for animal control services to be provided for a period of two (2) years, with an exact copy of said Articles of Agreement attached here to as **Exhibit 1**.

NOW, THEREFORE, BE IT RESOLVED AND ADOPTED by the Council of the Borough of Brentwood, County of Allegheny, and Commonwealth of Pennsylvania, and it is hereby **RESOLVED AND ADOPTED** by the authority of the same that:

1. The Borough of Brentwood hereby accepts and approves the Articles of Agreement negotiated with Sable Kennels for animal control services, and with an exact copy of said Articles of Agreement attached hereto as **Exhibit 1**.
2. The appropriate officials of the Borough of Brentwood are hereby authorized and directed to execute said Articles of Agreement on behalf of the Borough, and which Articles of Agreement shall be identical in form in content to **Exhibit 1** attached hereto.



RESOLVED AND ADOPTED by the Council of the Borough of Brentwood, County of Allegheny, and Commonwealth of Pennsylvania, meeting in a regular and public session this **27th** day of **March 2017**.

ATTEST:

BOROUGH OF BRENTWOOD

George Zboyovsky, PE
Borough Manager

John Frombach
President of Council





BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 14.c.

SUBJECT: Consider Resolution No. 2017-25; Sale of Surplus Property - 47 Duncan Parking Meters

DATE: March 20, 2017

PRESENTED BY: Chief Adam Zeppuhar

SUMMARY:

Currently, the police department has 47 meters which are fixed at a \$0.50 per hour rate. These meters are unable to be adjusted to reflect our current parking rates for \$1.00 per hour. They currently are of no use for our Borough.

BUDGET IMPACT:

Advertisement costs.

RECOMMENDATION:

Staff recommends selling these meters to help funding future meter repairs and replacement parts.

PROS:

Frees up space for needed storage.

CONS:

Staff time and cost to advertise.

STRATEGIC GOALS APPLIED:

Strategic Goal 2: Identify and Explore Additional Sources of Revenues

ATTACHMENTS:

Description

Duncan Parking Meter Photo

Resolution No. 2017-25- Sale of Surplus Property

Upload Date

3/18/2017

3/20/2017

Type

Cover Memo

Cover Memo





THE BOROUGH OF BRENTWOOD
MUNICIPAL BUILDING – 3624 BROWNSVILLE ROAD
PITTSBURGH, PA 15227-3199
Office 412-884-1500 – FAX 412-884-1911
www.brentwoodboro.com

RESOLUTION NO. 2017-25

“DISPOSITION OF EXCESS INVENTORY”

A RESOLUTION OF THE BOROUGH OF BRENTWOOD, COUNTY OF ALLEGHENY, AND COMMONWEALTH OF PENNSYLVANIA AUTHORIZING THE DISPOSITION OF SURPLUS PROPERTY.

WHEREAS, the Borough possesses forty-seven (47) parking meters that are no longer in use nor can be used by the Borough; and

WHEREAS, the Borough has deemed that such parking meters constitute surplus property, as they are not useful for the conduct of municipal operations; and

WHEREAS, such items are still able to perform their intended function or to be utilized for parts; and

WHEREAS, the Borough seeks to dispose of such items in a way that will produce revenue for the municipality; and

WHEREAS, the Borough Manager, or his assigned, is authorized to dispose of such Borough property in a businesslike manner through an auction, sealed bids, or any other method reasonably calculated to achieve the highest possible return to the Borough.

NOW THEREFORE BE IT RESOLVED that the Council of the Borough of Brentwood hereby authorizes the disposition of the surplus property included in “**Exhibit A**,” a true and correct copy of which is attached hereto.

RESOLVED AND ADOPTED by the Council of the Borough of Brentwood meeting in regular and public session, this 27th day of March 2017.

ATTEST:

BOROUGH OF BRENTWOOD

George Zboyovsky, PE
Borough Manager

John Frombach
President of Council



SUBJECT: Consider entering into a contract with Crime Watch Technologies

DATE: March 20, 2017

PRESENTED BY: Chief Adam Zeppuhar

SUMMARY:

This pertains to an annual Crime Watch Technologies subscription that will help the police department share information, receive information, and assist in website management.

BUDGET IMPACT:

This is budgeted in the Borough's 2017 General Fund under
Budget Line Item 01-407-457 Police Software/Licenses

01-407-457 2017 Budget = \$7,000

Year to Date Spent or Encumbered = \$2,725.00

Balance = \$4,275.00

Annual Cost = \$2,400.00

Remaining Balance = \$1,875.00

RECOMMENDATION:

Staff recommends entering into this agreement to promote transparency and to provide more knowledge to our residents as it pertains to crime in our community as well as an increased opportunity to report tips to the police department.

PROS:

- Increases general knowledge to our residents and other followers.
- Frees up staff time for various notifications.
- We would now have an option for concerned citizens to provide true anonymous tips with the ability to provide photos.
- The police department would have their own webpage that would be easily accessible and can updated as needed.

CONS:

- Annual costs.

STRATEGIC GOALS APPLIED:

Strategic Goal 1: Improve Brentwood Borough's "Reputation".

Strategic Goal 9: Reduce Crime in the Borough

Strategic Goal 3: Increase Community Involvement within the Borough

ATTACHMENTS:

Description	Upload Date	Type
Crime Watch Proposal	3/20/2017	Cover Memo
Crime Watch Presentation	3/20/2017	Cover Memo



Safer communities through collaboration.

CRIMEWATCH Network Deployment

Brentwood Borough Police Department

12/23/2016

Prepared for:

Brentwood Borough Police Department
c/o Chief Adam Zeppuhar
3624 Brownsville Road
Pittsburgh, PA 15227
412.884.2600

Prepared by:

CRIMEWATCH Technologies, Inc.
c/o M.W. Bloom
453 Lincoln Street, Suite 4
Carlisle, PA 17013
717.230.1845



Objectives

Brentwood Borough Police Department CRIMEWATCH Network Deployment

The primary purpose of the CRIMEWATCH Network deployment is to integrate the Brentwood Borough Police Department into the technologically driven communities that the public use to communicate and interact. This deployment is a comprehensive service that facilitates a total digital presence on the web, social media and mobile frameworks.

CRIMEWATCH Network benefits:

#1 Virtual Newsroom

When there is local public safety information to get out to the community traditional media may not be a timely option. Instead, the CRIMEWATCH Network becomes the police department's independent virtual newsroom where information can be delivered across multiple platforms directly to the public. With the CRIMEWATCH Virtual newsroom all of the interfaces are built for police users and provide tools to control and measure public engagement.

#2 Enhanced Communications with the Public

The CRIMEWATCH platform focuses on building direct police & public partnerships through the efficient use of technology. With a single entry into the CRIMEWATCH portal information is shared on the website, social media sites, email and through the CRIMEWATCH Mobile application.

#3 Social Media Integration

Building, managing and maintaining social media accounts is a necessary hassle in today's climate; however, managing these tasks takes manpower off the streets. With the CRIMEWATCH Network social media integration is easy and with exclusive ControlShare technology the risk of bad information getting out of control is reduced.

#4 Information Sharing Between Police

All of the data integrated into the CRIMEWATCH Network is part of a universal intelligence database shared by all participating police agencies. This access is included in the network and provides insight into crime patterns and offenders that are difficult for police to identify independently.

#5 Intelligence Gathering

The CRIMEWATCH Network encourages the public to submit tips and other intelligence directly to police. The anonymity of the technology reduces the risks of sharing information and provides the police with better insight into the community. With the CRIMEWATCH platform police have the ability to distribute information to targeted areas and to collect intelligence from anywhere in the country.

#6 Managed IT, Support & Training

Eliminate the necessity for costly equipment or hardware. The CRIMEWATCH Network is a cloud based solution that eliminates infrastructure expenses. It also ends your reliance on technical experts to assist with management and if you ever get stuck CRIMEWATCH staff is available for free for training or support as part of the service.

#7 All Inclusive Solution

The CRIMEWATCH Network is your total web presence, social media presence and mobile presence wrapped into one package that projects your professional presence in the digital world. Additionally, it allows you to eliminate redundant services and integrate Crime Mapping, Tip submission and news dissemination into one comprehensive solution.

Objectives

Enhanced Community Policing with the CRIMEWATCH Network:

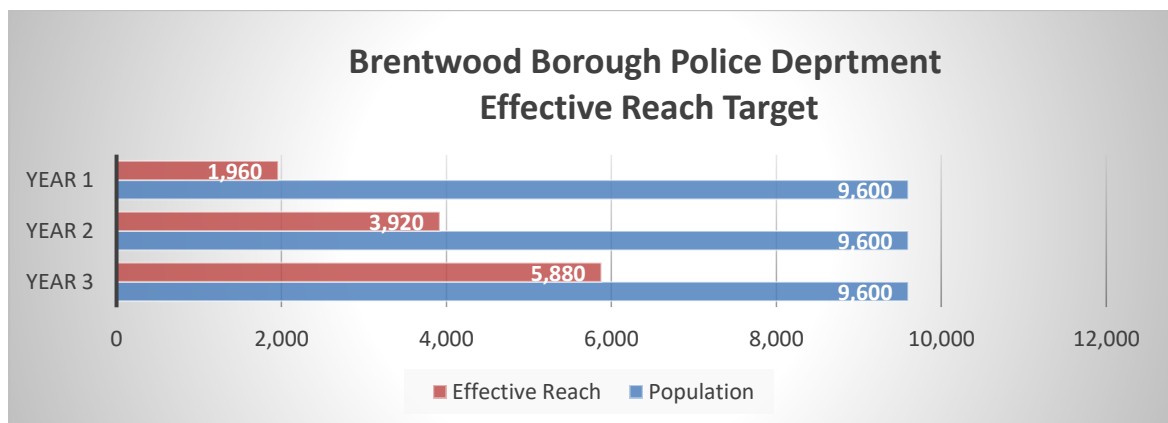
The CRIMEWATCH Network Municipal Police Partnership Program is designed to help partners achieve success by delivering the CRIMEWATCH Communications solution to strengthen the use of web, social and mobile platforms to share information and collect intelligence from the public. CRIMEWATCH is committed to providing the resources needed to grow the police department's digital presence, maximize effective reach, and develop agency expertise in building stronger community relationships through digital technologies.

Included features:

- Responsive design
- Unlimited amount of pages and menus
- Agency Specific header
- Welcome Message and Slideshow
- CRIMEWATCH Crime Mapping
- Social Media Integration w/ ControlShare™
- Dedicated News Feed
- Warrants Feature
- Cases Feature
- Arrests Feature
- Incidents Feature
- Sheriff's Sale Feature
- Automated Right-to-Know feature
- Property Feature
- Forms Feature
- Content Aggregation
- Search Optimization for All Content
- Dashboard Interface
- Engagement tracking
- Unlimited authenticated users
- Unlimited Access
- Dedicated account manager
- Free Phone Support & Remote Training
- Free updates & feature enhancements
- No hardware requirements
- Email notifications
- Universal data repository
- CRIMEWATCH Mobile integration

Effective Reach Goals measuring public engagement:

Public engagement is measured through calculating the department's **Effective Reach**. The algorithm that is used to calculate your effective reach compares service region population to unique visitors connecting to your CRIMEWATCH Portal. These goals are built around the expectation to achieve a growth of 10% effective reach year over year until you reach 30-40% engagement. This means that anything you post on the CRIMEWATCH Portal will potentially hit 30-40% of your population directly through the technology.





Sales Order

Brentwood Borough Police Department CRIMEWATCH Network Deployment

One-Time Access Fee (Class 2) Website Installation Facebook Set-up/Linking Twitter Set-up User Set-up Training	\$3,600
Monthly Costs Infrastructure Storage/Archiving Database Transfer/API Bandwidth ControlShare™ Email Notifications CRIMEWATCH Mobile Integration Crime Mapping Tip platform Support Package 1	\$200
Police Department Sub-Total	\$6,000
Special Access Waiver	(\$3,600)
TOTAL YEAR 1:	\$2,400*

*THIS OFFER IS ONLY VALID FOR 30 DAYS FROM TIME OF PROPOSAL.



Working Agreement

Between **CRIMEWATCH Technologies, Inc.** and **Brentwood Borough Police Department**

All elements of this project will be completed within the time indicated unless otherwise extended due to change of scope, revisions and/or unforeseen delays. CRIMEWATCH Technology's ability to meet deadlines is predicated upon Brentwood Borough Police Department's provision of all necessary information and approvals in a timely manner.

Work on this project will commence upon signature of this agreement. The proposed pricing is based on a guaranteed subscription price for a period of 12 consecutive months following the 'Go live' date agreed upon by both parties. This guarantee excludes additional add-on features or services that may be developed at a later time.

The information contained in this proposal is valid for thirty days. Proposals approved and signed by Brentwood Borough Police Department and CRIMEWATCH Technologies are binding and commence upon the date of the signatures below.

To accept this working agreement as described within this document, please sign below and return a copy to CRIMEWATCH Technologies.

Date:

Client Signature / Date

Date: 12/23/2016

M.W.Bloom | President | CRIMEWATCH Technologies, Inc.
453 Lincoln Street, Suite 4. Carlisle, PA 17013
717.230.1845



Stakeholder Information

Once you have made the decision to join the CRIMEWATCH Municipal Police Partnerships program, you will have stakeholders that will want to know what the program is and why you should be joining. Here is a brief statement that you can repurpose for email, share or speak about as necessary.

CRIMEWATCH PA (www.crimewatchpa.com), has invited us to join their Municipal Police Partnerships Program. This program allows us to gain access to an emerging technology that significantly increases communication efficiencies and intelligence gathering activities for the police department.

The police department will now have a virtual newsroom that is designed to bring our physical presence into a digital environment. This consistency helps the public recognize our professionalism whether it is in person or on the internet. Additionally, this technology allows us to integrate into social media platforms, like Facebook and Twitter, without having to assign staff or manage different social media platforms. Based on a 'single entry system' CRIMEWATCH Controlshare™ Technology automatically distribute press releases through the social sites, email and through the CRIMEWATCH Mobile Application. This helps us control information once it has been shared and edit or delete information from social media networks where it would otherwise be impossible.


There are other features of the technology that will help us share information with other departments. It also provides useful mechanisms for mapping crimes, collecting tips and measuring how we are interacting with the community.

This program was originally launched in 2013 in Dauphin County and they have had significant success so far. At the end of the day, we need to meet the community using the tools that they use to interact. This technology allows us to do that in a way that is controlled and designed for police.

If at any point you need help presenting this material or if you have questions that need to be answered please contact your CRIMEWATCH Representative at: 717-230-1845 or by emailing support@Crimewatchus.com



SAFER COMMUNITIES THROUGH **COLLABORATION**

A background image showing several hands holding smartphones. The focus is on the hands and the devices, with a blurred background suggesting a public or social setting. The text is overlaid on a semi-transparent white banner at the bottom.

70% of U.S. adults have smartphones- over 80% use social media

For police, who are charged with the task of community policing, engaging the public in this space is difficult and time-consuming.

A police officer in a dark uniform with a yellow and blue patch is sitting at a desk. The officer is looking at a computer monitor which displays a Facebook page. On the desk, there are several papers, a keyboard, and a small framed photo of a man. The background shows a cubicle wall with some papers and a small plant.

“Law Enforcement Agencies Should Adopt Technology-Based Community Engagement”

-President's 21st Century Taskforce on Community Policing

COLLATERAL DUTY, MISSION CRITICAL **TASK.**

The responsibility of electronic engagement, online reputation management, and digital intelligence gathering typically falls on the shoulders of a single officer or small team.

COMMUNITY POLICING IN THE **DIGITAL ERA.**

More than a website and social media, modern policing demands an operational approach that is driven by the command staff, and supported throughout the organization.



There are too many technology choices and no clear path for success. Each department is now managing a dozen different solutions to try to meet the real-time demand for information.



Law Enforcement Challenge

- Online engagement is demanding
- Too many technology choices
- Very few are built for police
- Learning curve is long
- Costs can be prohibitive
- General lack of support
- No consistency between departments
- Confusion to the public



Unifying the efforts of law enforcement, citizens, private business and media, CRIMEWATCH has built a public safety network driven by public engagement.

- 21st Century Policing for every department, regardless of size or resources
- Professional, authoritative approach to community policing in the digital age
- Single entry system specifically built for law enforcement

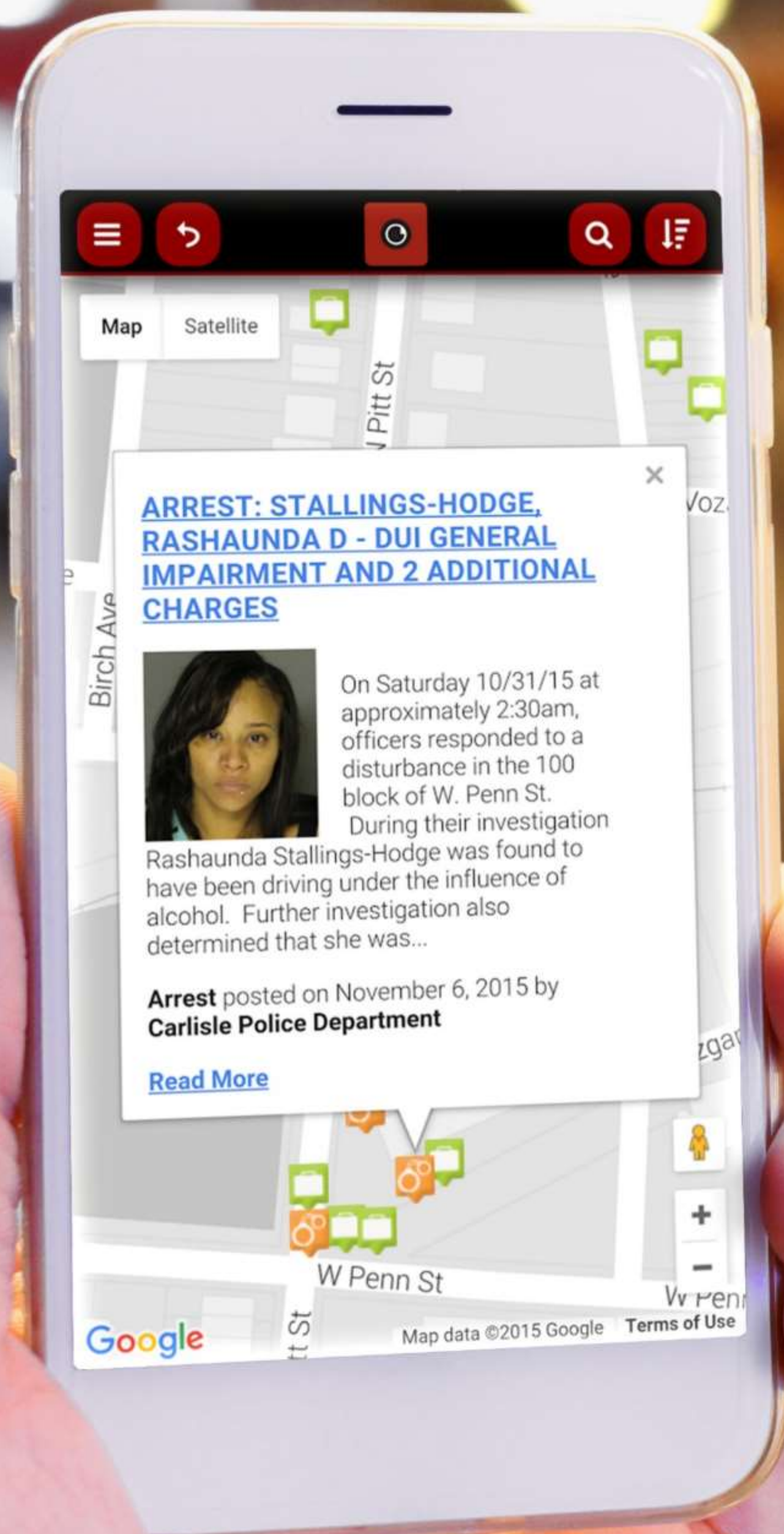


CRIMEWATCH is a time-tested model,
reinvented for the internet age.

Lancaster County
CRIMEWATCH



Lancastercrimewatch.org



Actively deployed throughout Pennsylvania with 22,000 mobile users, 93,000 connected social media users and over 4mm annual unique web visitors

CRIMEWATCH

ARMED ROBBERY- SPEEDWAY CONVENIENCE STORE, 5 HARTMAN BRIDGE ...

Case by East Lampeter Township Police Department
Phone: (717) 291-4676
Email: tips@crimewatchbus.com
Reference ID: CWR-13781



At 10:53 pm, Monday, 9/25/15, a White male entered the Speedway convenience store near closing time. The male approached the female clerk at the counter, then displayed a knife and demanded money. The male subject took an undisclosed amount of cash and a carton of cigarettes, then fled in the direction of the Steamboat Inn. The female clerk was not injured. The male suspect was described as a White male, short brown hair, unshaven, with multiple tattoos on both forearms, wearing a black short sleeve shirt and black pants. Anyone with information should submit a tip or contact ELTPD Detective Scott Eelman at (717) 291-4676.

East Lampeter Township Police Department

DATE

Friday, September 18, 2015 - 10:41

LOCATION

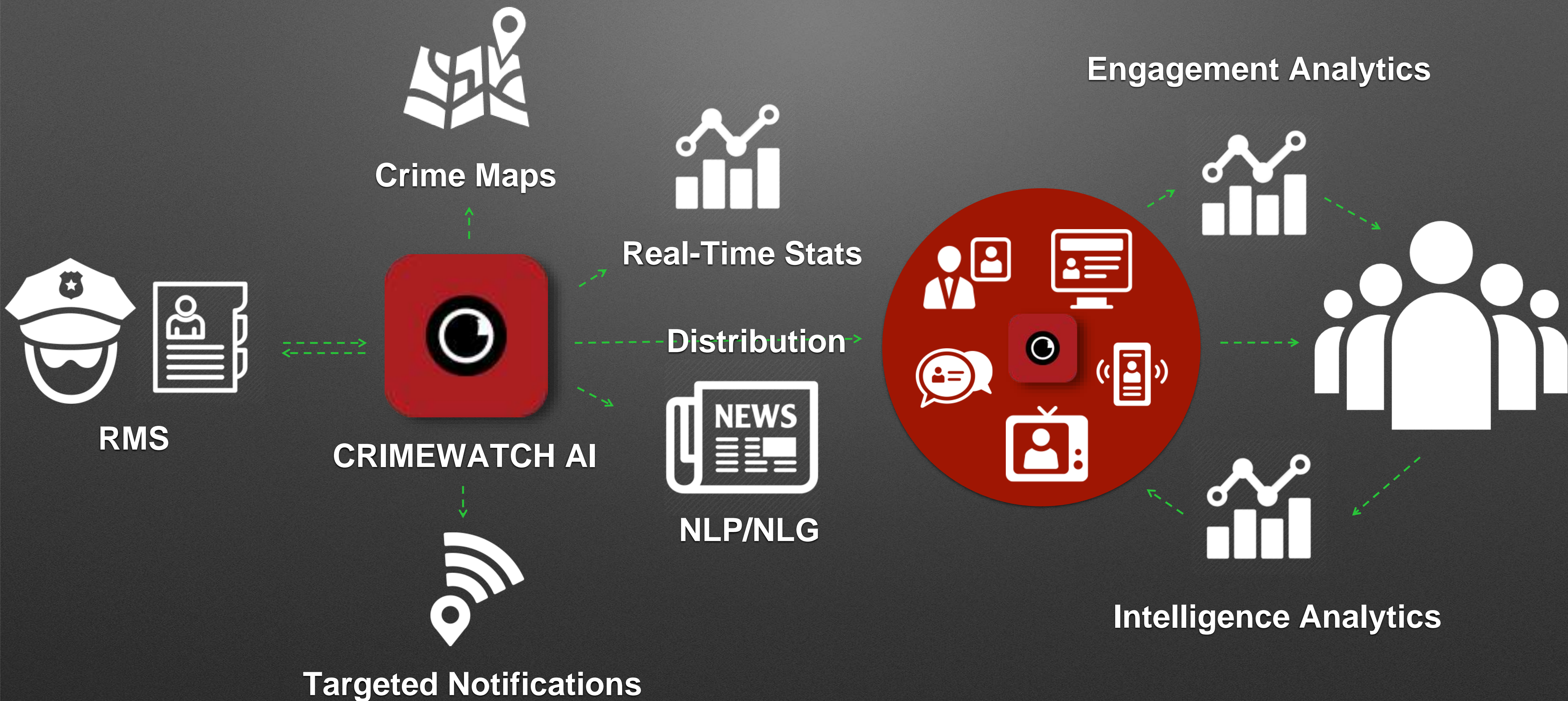
Speedway
5 Hartman Bridge Road
Lancaster, PA 17602

Rapidly distribute information based on targeted geographies, putting information where people will see it- with or without the support of local media.

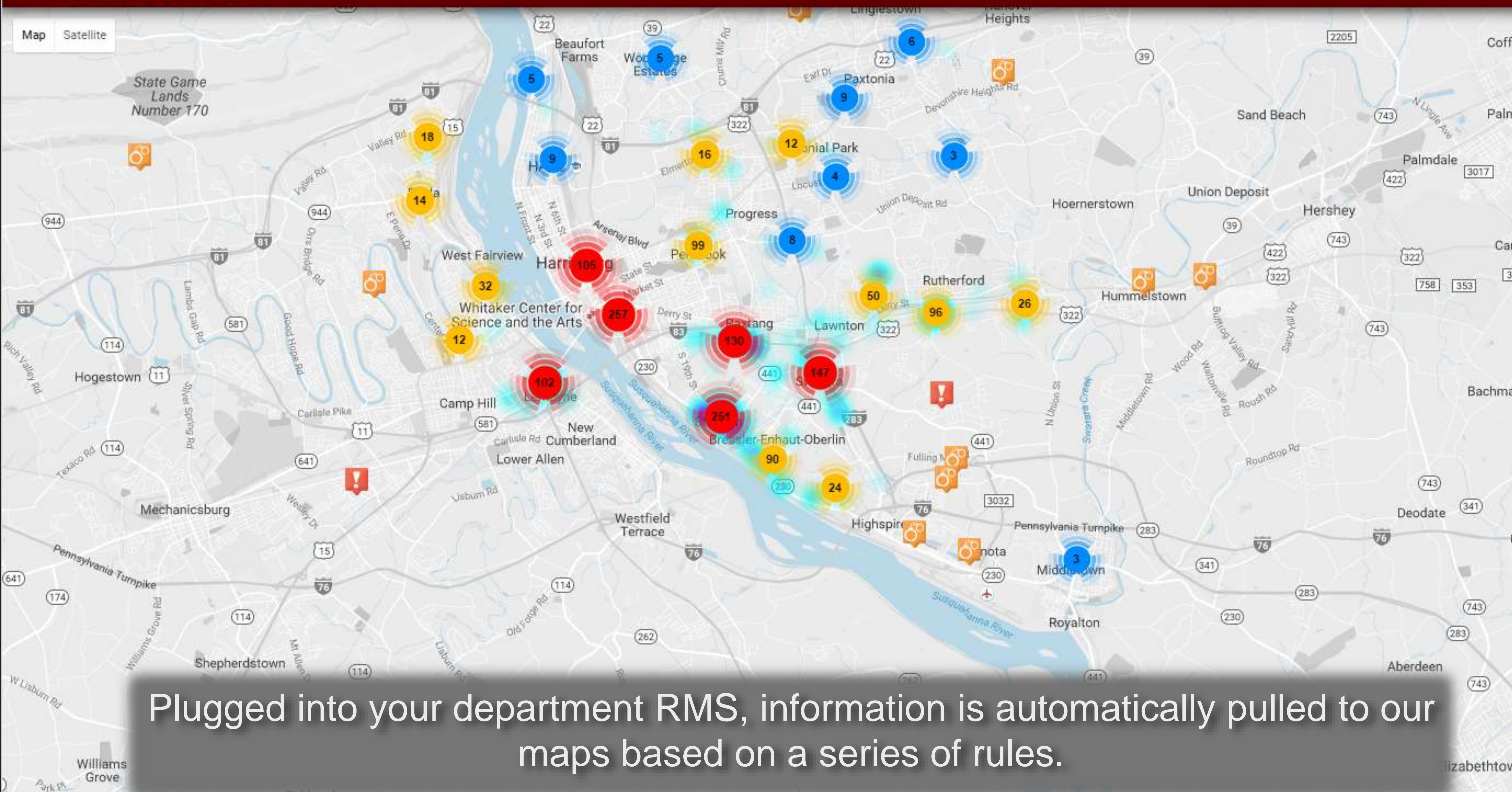
CRIMEWATCH is the smartest and simplest solution for managing all department communications.
Improve transparency, build value, and generate tips that lead to clearances.

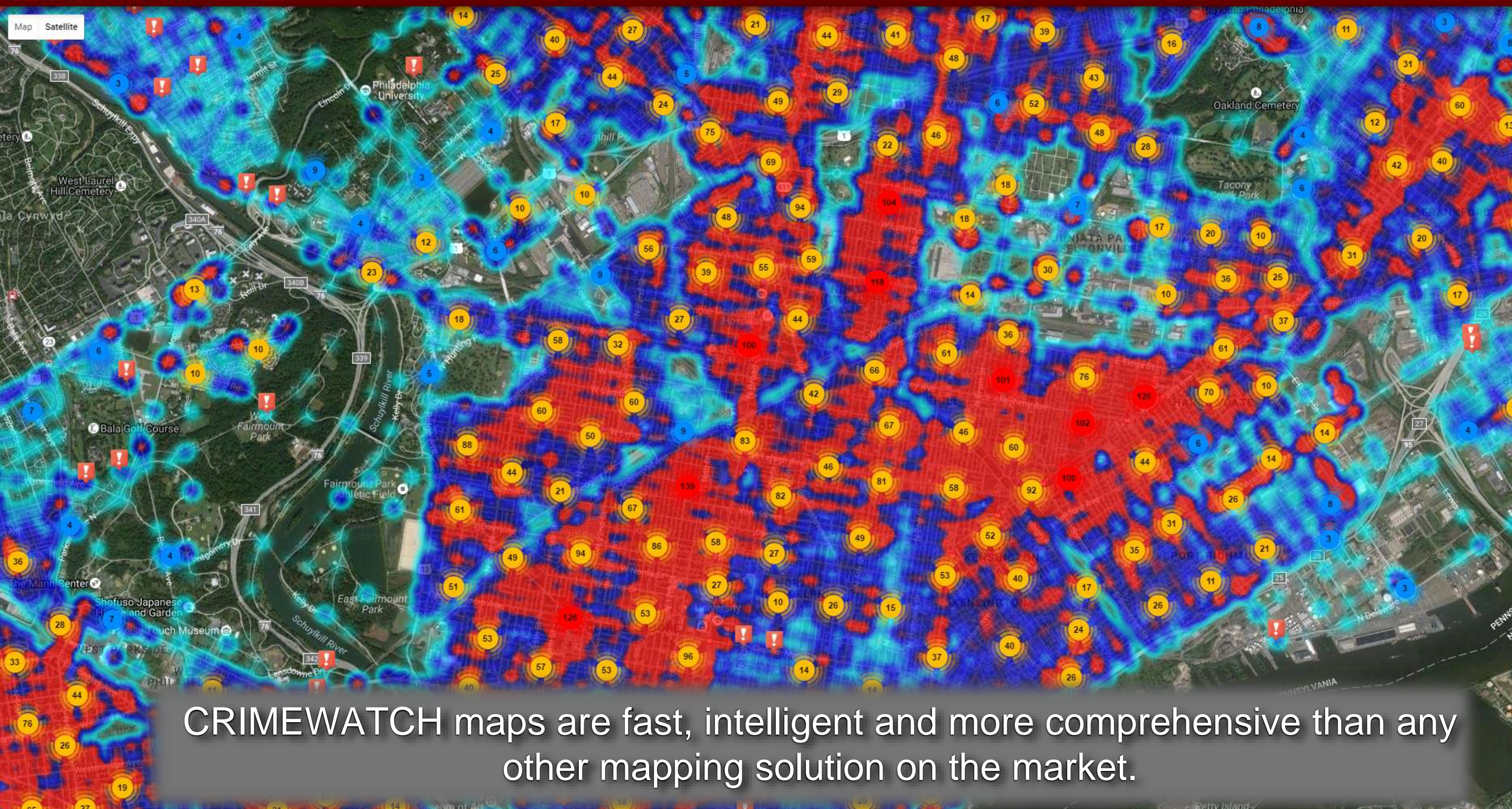


CRIMEWATCH consolidates the entire information-sharing and intelligence-gathering effort into one system.

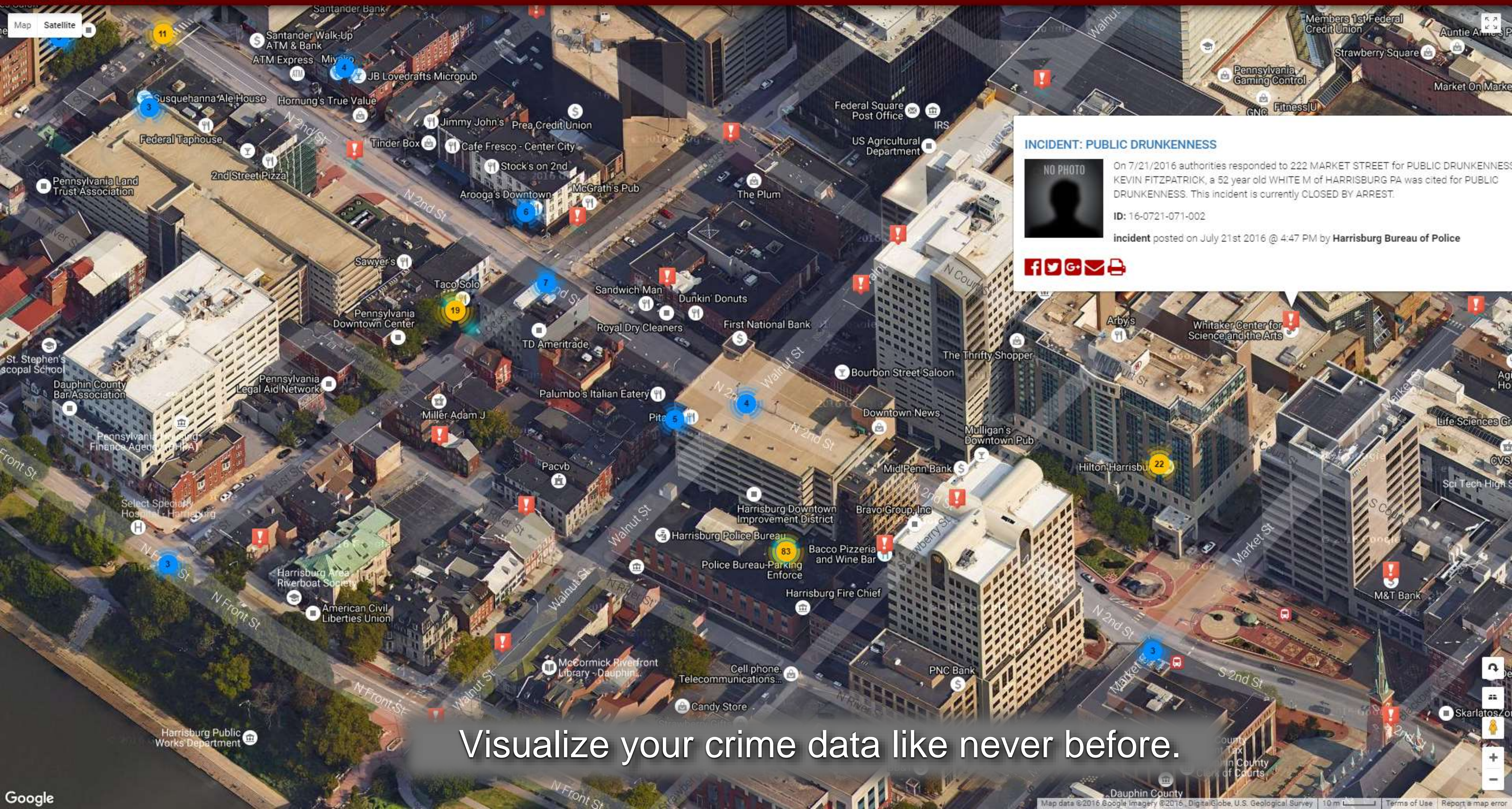


Map Satellite





CRIMEWATCH maps are fast, intelligent and more comprehensive than any other mapping solution on the market.



INCIDENT: PUBLIC DRUNKENNESS



On 7/21/2016 authorities responded to 222 MARKET STREET for PUBLIC DRUNKENNESS. KEVIN FITZPATRICK, a 52 year old WHITE M of HARRISBURG PA was cited for PUBLIC DRUNKENNESS. This incident is currently CLOSED BY ARREST.

ID: 16-0721-071-002

incident posted on July 21st 2016 @ 4:47 PM by Harrisburg Bureau of Police



Visualize your crime data like never before.

Total Incidents

2531

4% From last Week

Avg Response Time

1.32

3% From last Week

Total Males

1,900

4% From last Week

Total Females

667

5% From last Week

Total Population

72,315

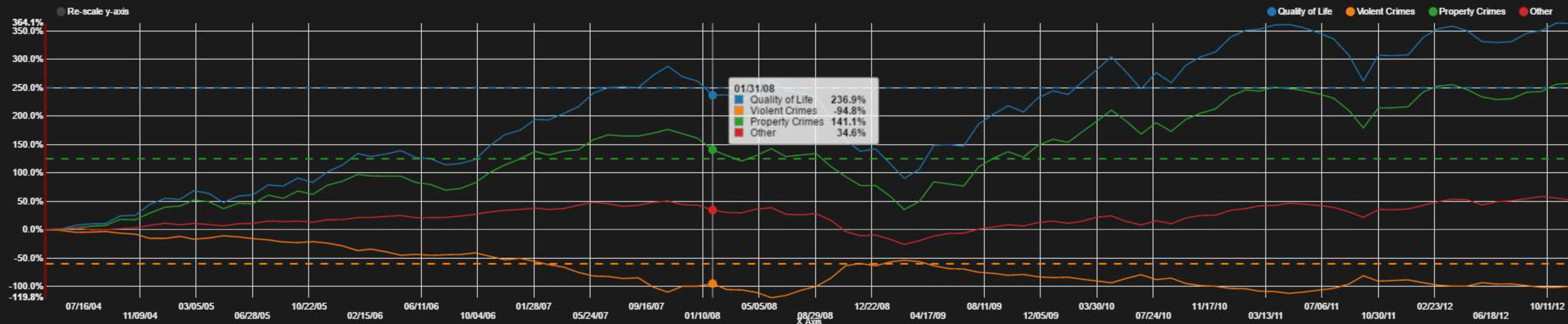
1% From last Week

Crime Rate

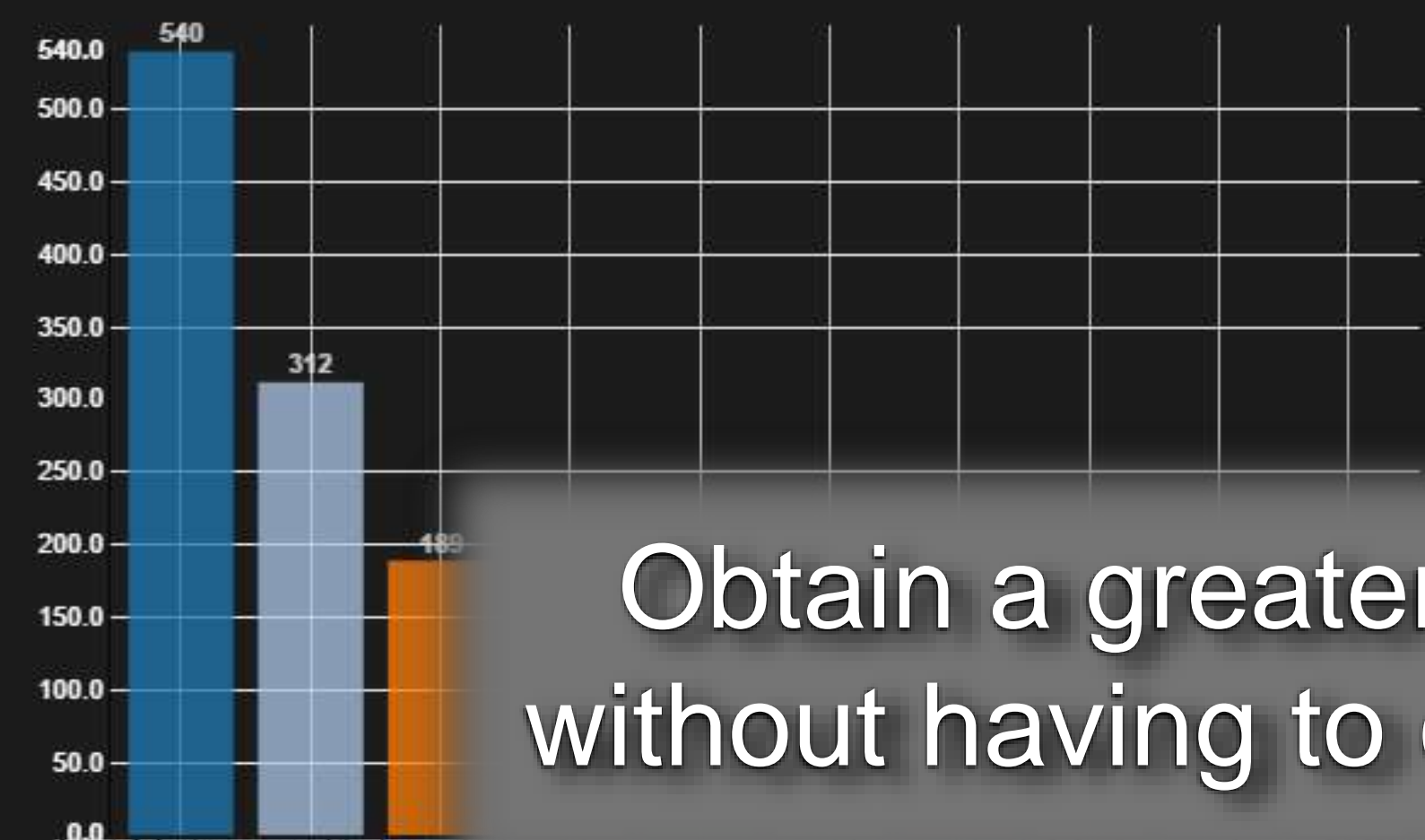
1:125442

34% From last Week

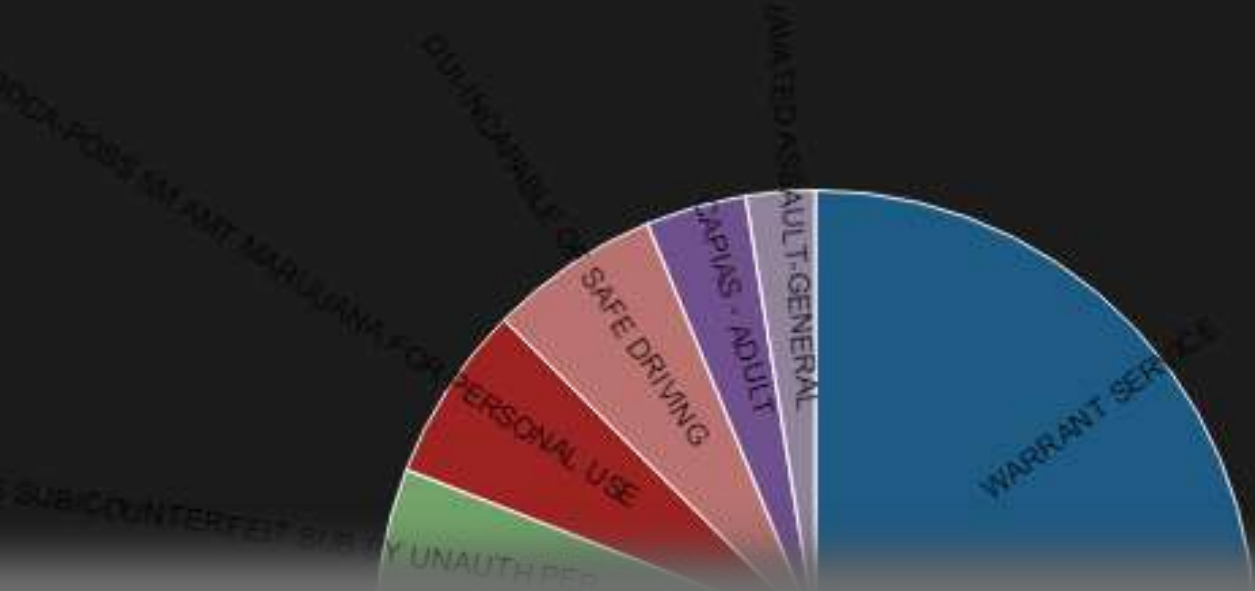
Crime Rates



Crime Trends



Crime Types



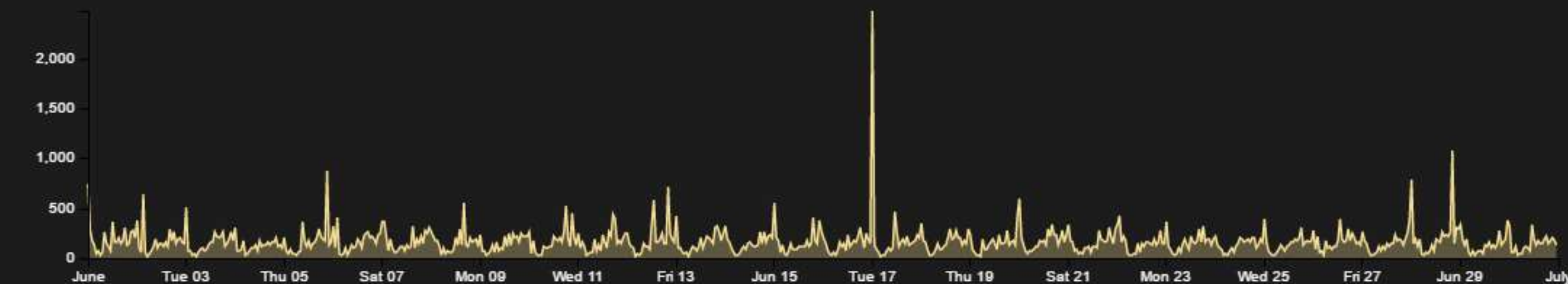
Explore Charges

NIBRS Analyzer

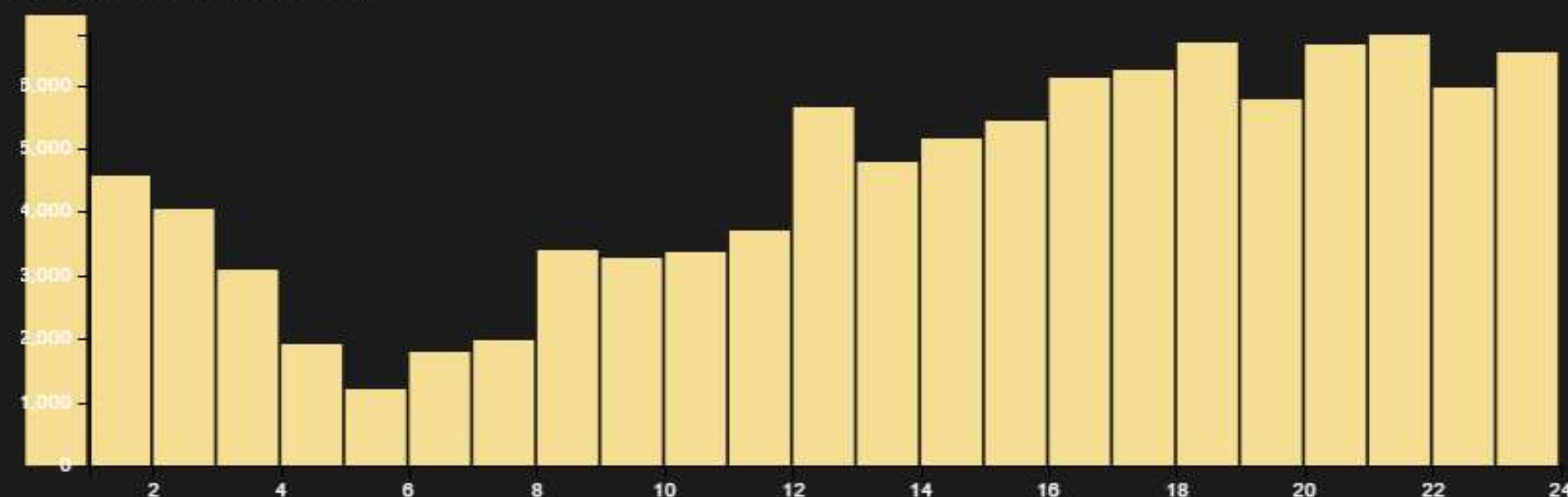


Obtain a greater understanding of your department and your community without having to commit dozens of man hours or employ 3rd party services.

Incident Volume by Hour



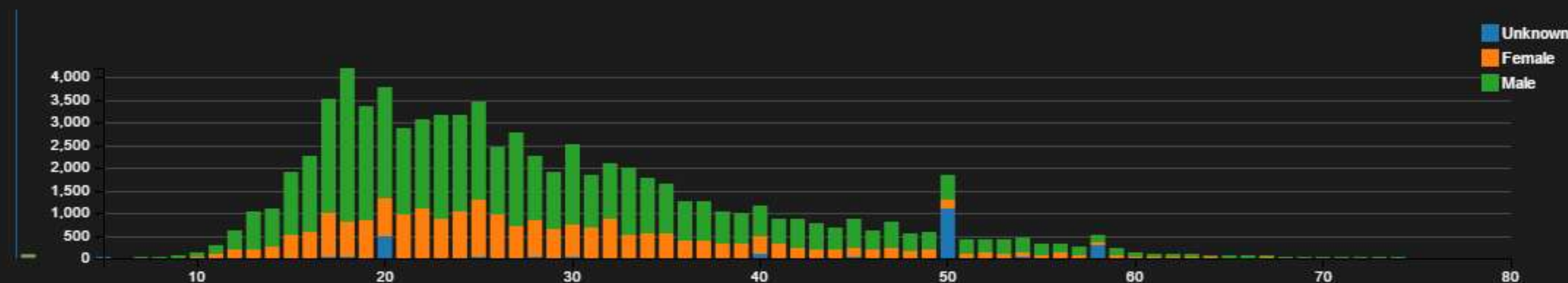
Incident Hour of Day



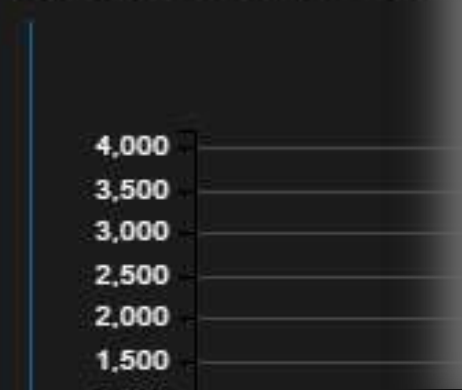
Incident Day of Week



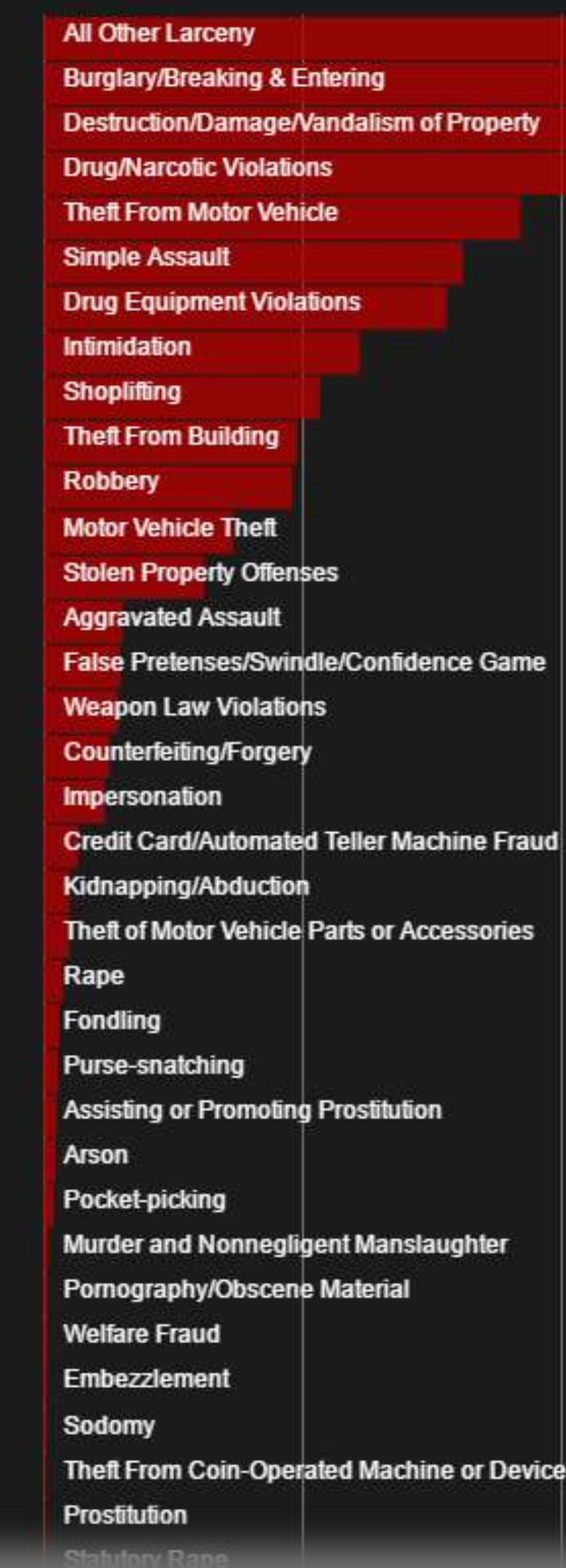
Incident Sex x Age



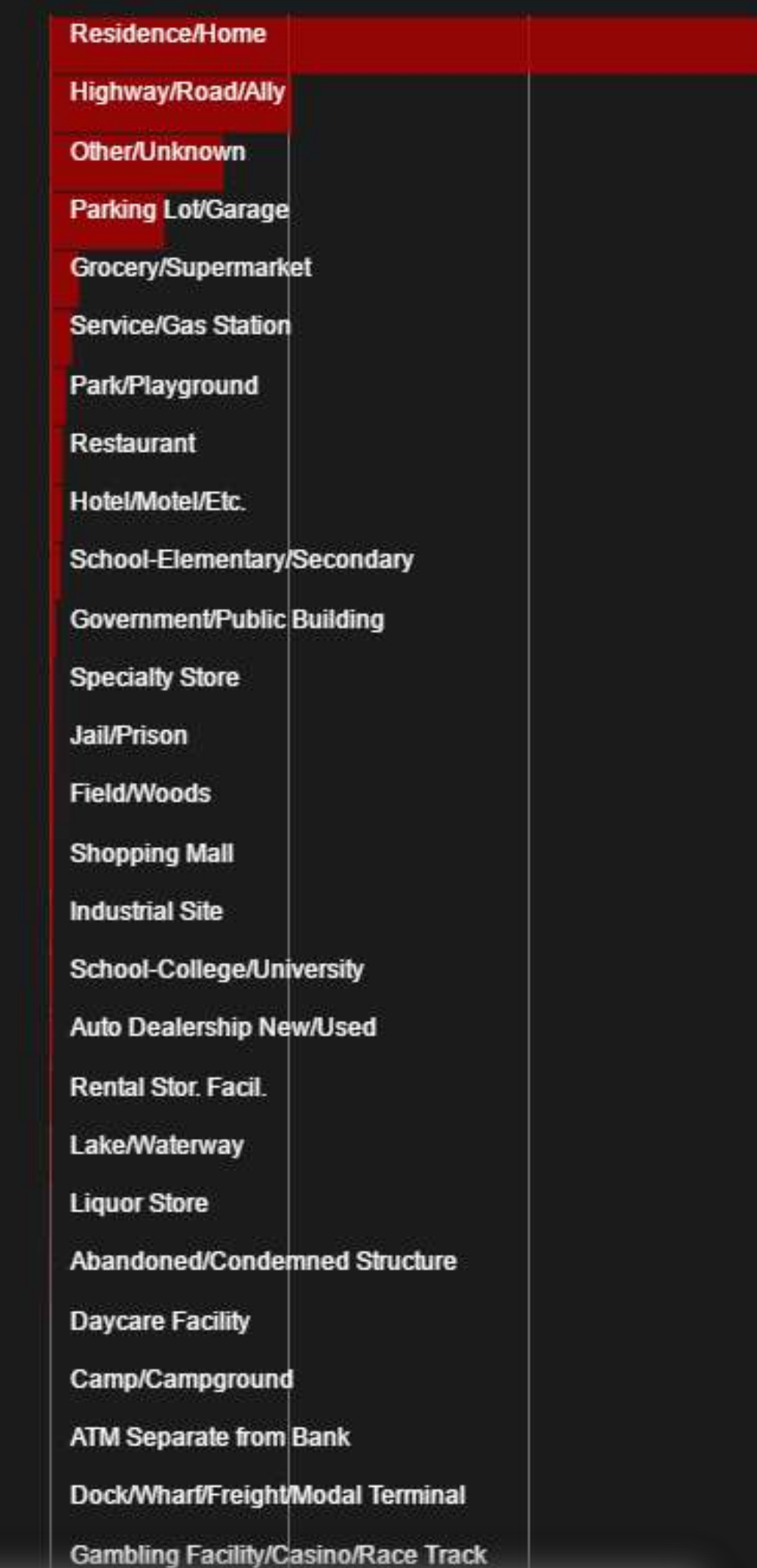
Incident Race x Age



Incident Offense



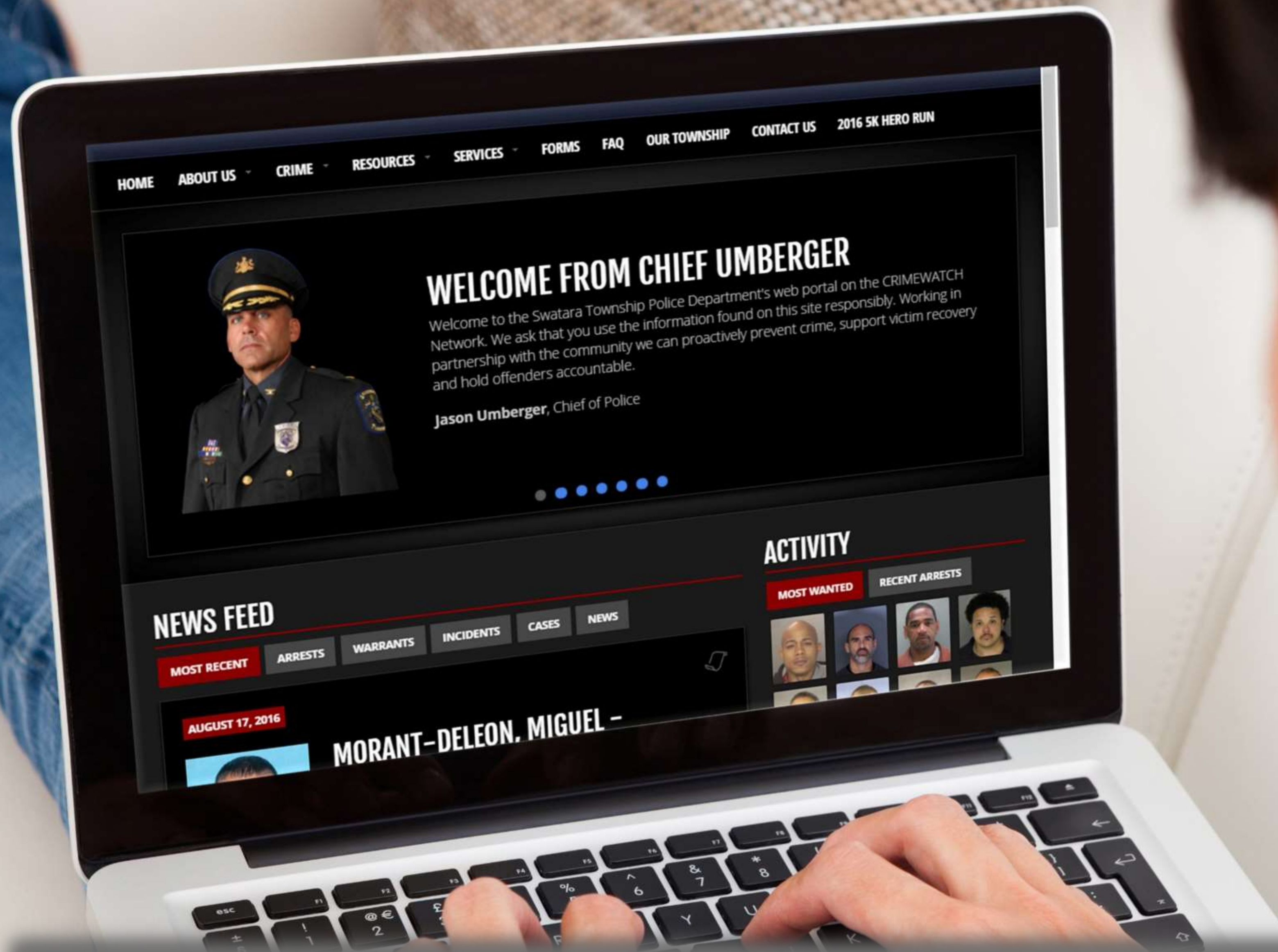
Incident Location



CRIMEWATCH follows the most innovative standards for intelligence, offering operational insights only available to the largest of departments.

Deployed at the local level, each PD gains access to multiple channels for sharing with the public- but they only have one tool to learn and use.





This tool includes a professional website, or portal, that is linked to every other participating CRIMEWATCH member.

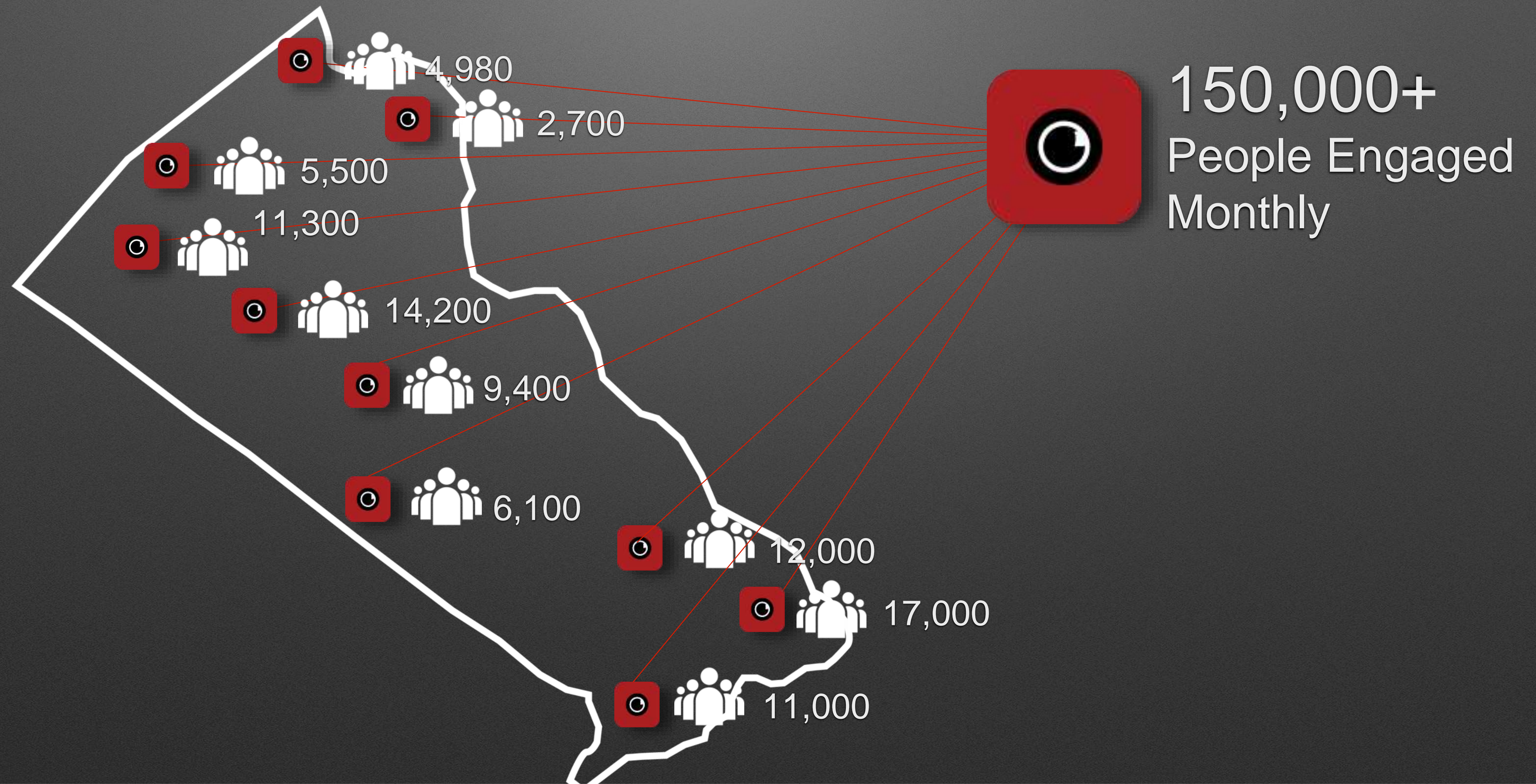


All portals are linked to social media using ControlShare™, and give law enforcement the ability to edit or redact information- even after it has been shared.

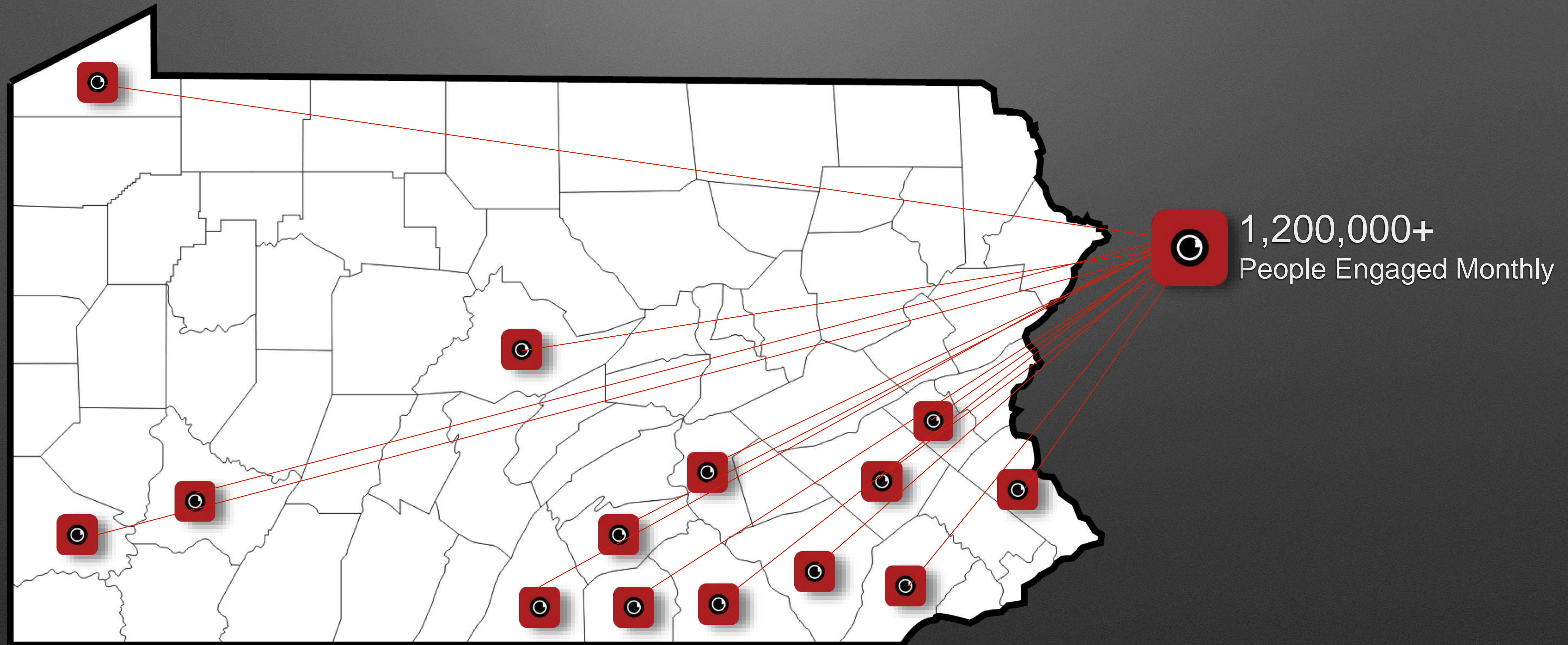


All information is pushed out to a singular mobile application that is geo-enabled for greater intelligence-gathering and more intuitive notifications.

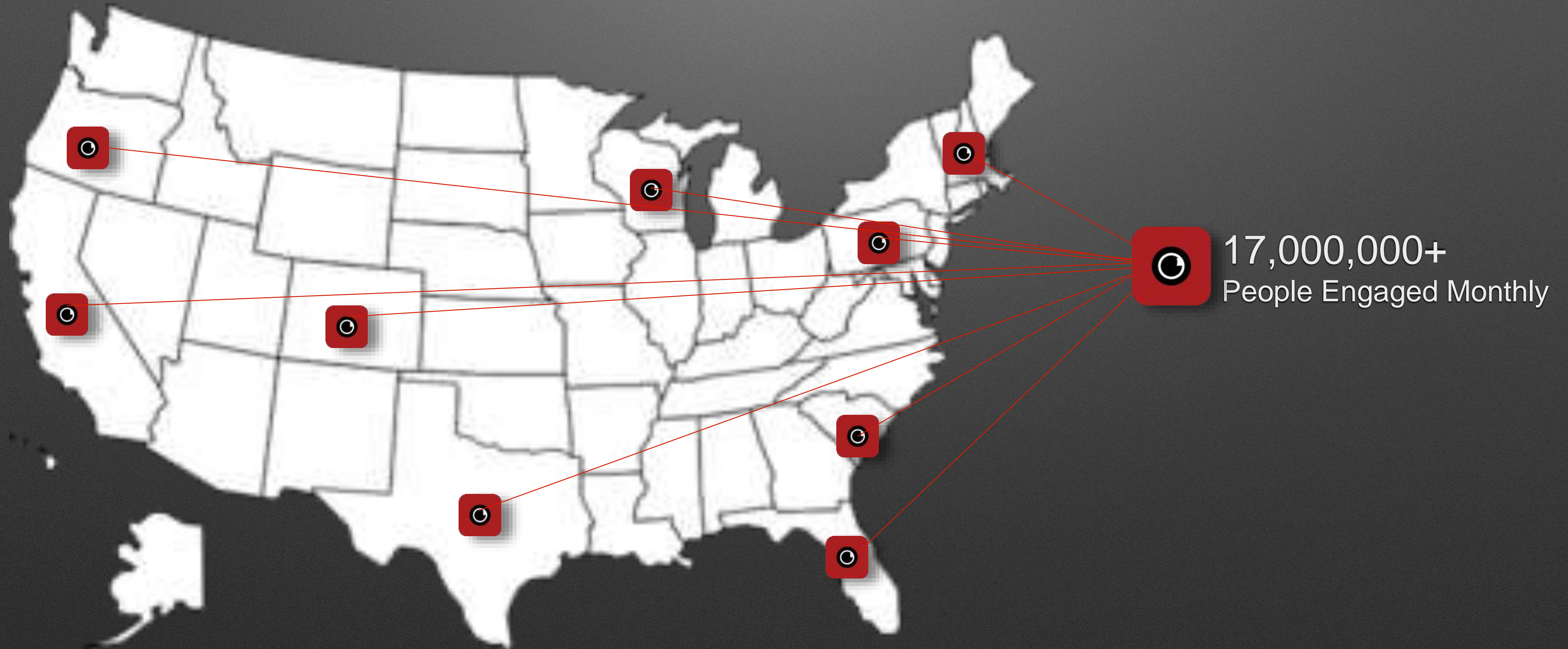
Individual departments are each linked to a county-wide portal that connects all of the disparate audiences into one intelligence network.



Every department and every county is linked to the statewide network, and can be used to geographically target information into remote markets.



Every department, county, and state is then connected to a national information-sharing and intelligence-gathering platform that is driven by public engagement.



USER-DRIVEN DESIGN, YEARS OF RESEARCH

2009-2011

CRIMEWATCH Magazine distributed to 1,800 retail outlets in Pennsylvania.



2012 PA State Police, PA Crime Stoppers program join BETA release of **CRIMEWATCH Portal**

2011 Original Prototype of **CRIMEWATCH Portal** launched for Adam's County Sheriff's Office

2013 16 Police Agencies join for Alpha release of the **CRIMEWATCH Network v.1**

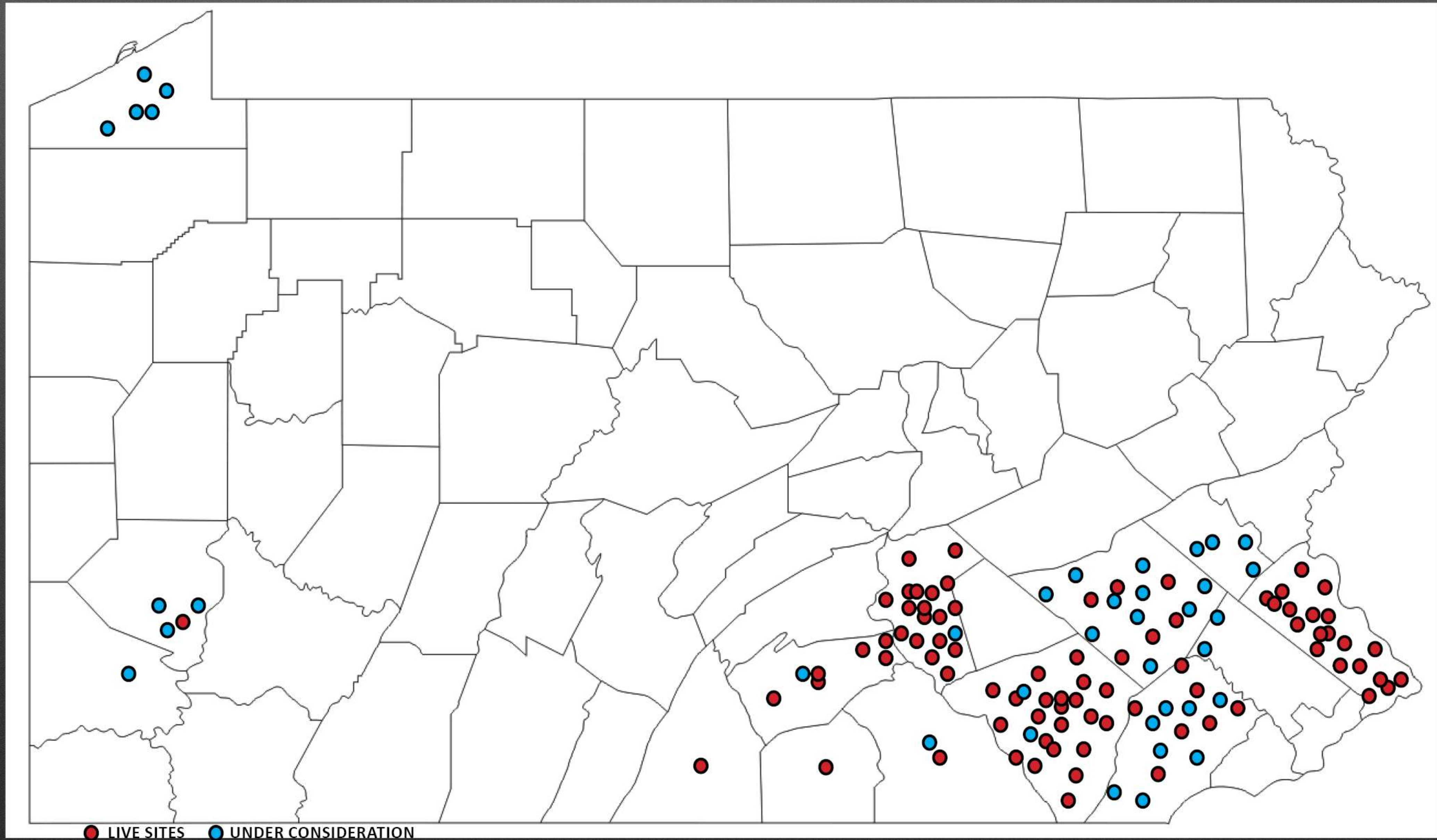
2014 37 Police Agencies join as **CRIMEWATCH Network 2.0 & Mobile beta** are released

2015 55 New Police Agencies launched with **CRIMEWATCH Network 2.1**, limited version of **CRIMEWATCH Mobile**.

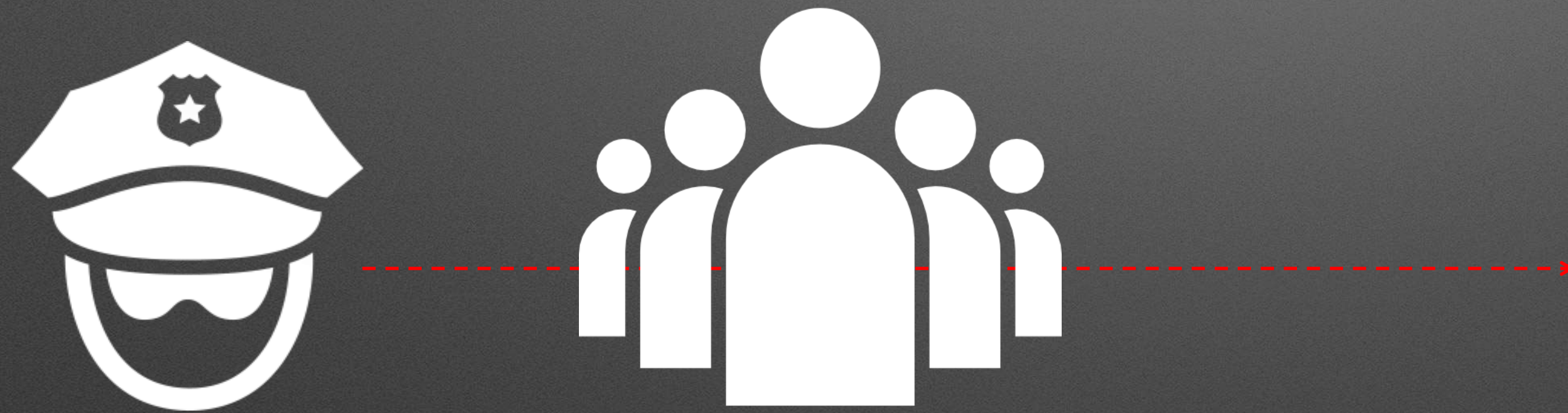
2016 100 New Police Agencies scheduled to launch with **CRIMEWATCH Network 2.3**, Full version of **CRIMEWATCH Mobile** and **CRIMEWATCH TV beta**.



The technology is already being used by 62 police departments, several DAs, sheriffs and the PSP's State Crime Stoppers- with 34 more to launch in 2016



CRIMEWATCH is a subscription service and will never need updated to a new version.



- CRIMEWATCH Portal (Website)
- Facebook set-up/linking
- Twitter set-up/linking
- User set-up
- Training/Customer Support
- ControlShare™
- Infrastructure/Storage
- Database/API/Security
- Email Notifications
- Mobile Integration
- Crime Mapping
- Tip Platform
- Analytics
- TV Syndication (where applicable)



SAFER COMMUNITIES THROUGH **COLLABORATION**



“A great way to engage the public.”

District Attorney Edward Marsico, Jr., Dauphin County, PA



“We save resources by enlisting public help”

Chief Jason Umberger, Swatara Township Police Department



“Controlled social sharing designed for police”

Chief Robert Martin, Susquehanna Township Police Department



“An important police utility”

Chief David Heister, Penbrook Borough Police Department



SAFER COMMUNITIES THROUGH **COLLABORATION**



CRIMEFIGHTING POWERED BY THE PEOPLE.

CRIMEWATCHUS.COM



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 15.a.
ACTION ITEM

SUBJECT: FYI - Community Clean Up / Recycling

DATE: March 20, 2017

ATTACHMENTS:

Description

Upload Date

Type

PA Community eWaste Recycling Programs

3/20/2017

Cover Memo

Providing eWaste Recycling Solutions to Pennsylvania Communities



In Pennsylvania 100% of the residents are effected by a disposal ban for covered electronic devices such as TV's, computers, and printers, but not all residents have access to free recycling. Given specific nuances within the law, many counties are not able to provide free recycling to their residents. In order to manage this difficult waste stream, **eLoop** is prepared to provide a charge model to counties in 2017 as a way to assure these devices do not end up being miss-handled and illegally dumped.

How We Can Help

eLoop is a certified BAN e-Steward and permitted by the Department of Environmental Protection to handle electronics in the state of PA. At **eLoop**, we offer our electronics recycling services to residents and businesses alike because we understand the importance of data security and environmentally compliant recycling services. Our plan is to provide an outlet for your residents to dispose of their electronic devices.

A sustainable electronics collection program would be one that is convenient and available at routine times to your residents, and a permanent collection site is the best of all options. If you are interested in providing this service to your residents, then we can offer a charge model that will cover your costs. In our charge model, we would provide you with a recommended price to charge your residents that will be greater than the cost you will be invoiced by **eLoop**. The pricing is flexible so that any variations in your cost structure can be accommodated. The charge model is included at the end of the document.

Operating under a charge model will service your residents in the near term while our legislature improves the state law for 2018. We believe that taking this proactive approach in 2017 will help to provide you with a sustainable collection program in your community.

Community eWaste Recycling Program

What you will need:

1. A Temporary Storage Location:

- **Security:**
 - The load may be housed in the location for 1-3 days until eLoop is available to pick it up. A secure location with no public access to the equipment is necessary to assure data security. The equipment should only be handled twice: Once by your staff and again by ours.
- **Dry Climate:**
 - Since we will be housing electronics we would need to use a building that is dry. The building does not need to be heated, but there should be no concern of the material getting wet.
- **Easily Accessible:**
 - The location will serve the entire borough/municipality/township. An easily accessible, central location would be necessary so that it is convenient for the residents to drop off their electronics.
 - A loading dock is preferred, but not necessary for quick and convenient pickups. If a loading dock is not a possibility, then we would ask that you house a fork truck at the location to load the trucks.
- **Flat with Concrete/Blacktop Driveways:**
 - Flat, durable driveways/floors will allow for safer storage and easier transportation of full skids throughout the building. We must be able to utilize a fork truck/ pallet jack within the building.

2. Personnel

- **Staffing the Event:**
 - You will need to staff the collection events. If you are unable to staff the event, gathering volunteers would be another option.
 - The staff will collect, handle, sort, and package the material for eLoop to pick up and transport.
 - eLoop will provide our operations kit to train your staff on how to properly handle, sort, and package the material for shipping the same way we do at our facility.
- **Collecting Payment:**
 - Your staff will be in charge of collecting payment from the residents.
 - The money that you collect will cover the costs of your invoice from eLoop.
 - How you decide to collect payment is up to you.

eLoop Will Provide:

1. Operation Assistance

- ***Transportation/Processing:***
 - eLoop will pick up the electronics after the date of collection. The material will be transported back to our facility in Export, PA for processing.
- ***Material/Training:***
 - Our operations kit will act as a training guide for how to handle, sort, and package the material for transportation. Proper training will ensure safety and secure transportation.
 - We will provide you with pallets, wrap, boxes, and anything else that you may need to package the electronics. We will refresh the material on each pickup as needed.
- ***Person of Authority:***
 - We will provide you with a Person of Authority at **eLoop** who you will contact to schedule pickups and assist you with any questions you may have.

2. Documentation

- ***Scope of Work:***
 - We will construct a scope of work for the collection point which will spell out the details of our services, pricing, disposition, data security, resale, and billing. The document will be signed by both parties and act as a contract for the collection program.
- ***Invoices:***
 - Once the equipment is sorted and weighed at our facility, we will send you an invoice via mail or email to the billing contact that you provide.
 - Terms are net 30 days from the date on the invoice.
- ***Certificates:***
 - You will be provided with a certificate of recycling for all pickups.
 - Residents that require destruction of their hard drives will be provided with a certificate of destruction. Any devices requiring data destruction will be tagged with the resident's information.
 - These devices will be kept separately from the rest of the equipment and a certificate of destruction will be sent to the resident via mail or email.

3. A Charge Model

- ***Price List:***
 - We will provide you with a price list that suggest you charge the residents a specific price per each device.
 - We will also provide a list of what WE will charge YOU per pound for each type of device. The suggested price is constructed to cover the cost of your invoice from eLoop.

4. Marketing

- ***Marketing Plan/Featured Story:***
 - We will provide you with a marketing piece to get the word out to your residents about the collection program. The piece will provide information about date, time, location, and pricing and we will market it through various platforms like social media, town flyers, newspapers, community websites, etc.

Accepted Items

The items that we accept at eLoop are listed below. You will be invoiced directly after the we receive the load at our facility. The money that you collect from your residents will cover the cost of your invoice.

Consumer Electronic Devices

- Desktop, Laptop Notebooks, Servers and Tablets (PC's)
- Monitors, Televisions (CRT's, LCD's, LED's, Plasma, Rear Projection, DLP, and Flat screens)
- Computer Peripherals: Keyboards, Mice, Computer Speakers and all external devices (i.e.: CD/DVD/Blu-ray ROM / Burners, Scanners, Wireless routers / switches / Modems and External Tape, Optical and Hard Disc Drives.)
- Printers: All Desktop Printers, Inkjet, All in ones and Lasers.

Consumer Electronic Devices Accepted at NO Charge

- Cell Phones / PDA's Smart Phones and MP3 Players
- All Electronic Cables (Wiring)
- Video Games and Consoles / Controllers
- UPS Systems (Uninterruptible Power Supply) Battery Back Up

Other Miscellaneous Electronic Equipment @ \$0.30/lb

- VCR's, DVD /Blu-ray players, TV cable boxes.
- Stereo equipment (Receivers, Amplifiers, Car Stereos, Large Speakers, Boom Boxes...)
- Digital Cameras and Camcorders (Video)
- Telephones
- Media: CD's DVD's, Floppy Disks, Magnetic Tape (Audio, Video or Data)
- (VHS, DAT, Cassette, LTO, ATI and Reel)
- Large Copy Machines / Fax Machine

DO NOT ACCEPT LIST:

- *Items that eLoop does not accept at any time:*
 - *Microwaves, Refrigerators of all sizes*
 - *Hazardous Waste or Radioactive Waste. Example: Smoke Detectors*
 - *White boards*
 - *Vacuum cleaners*
 - *Home Thermostats, Thermometers (Mercury contain devices)*
 - *Freon Containing Appliances (Small A/C Units, Dehumidifiers)*
 - *Small Kitchen Appliances (Mixers, Toasters, Blenders...)*
 - *Hair Dryers, Curling Irons (Beauty Aids / Appliances)*
 - *Batteries*
 - *Lighting*

Feedback

We will be sure to provide you with feedback in the form of a Corrective Action Report (C.A.R.) for any load that is non-conforming. Non-conforming practices would include problems related to details spelled out in the Operations Kit like accepting business/corporate loads as residential, accepting hazardous items/materials, or sending us material that is listed on our 'do not accept' list.

In the event that one of these situations arises, we will create a C.A.R. for the incident and email it to the person of authority at your collection site, and we will schedule a time to discuss an appropriate corrective action.

Continue to Next Page

Charge Model

The retail price is what we recommend you charge the residents. The wholesale price is what you will be invoiced by eLoop. The net result will be revenue to cover the costs of operating your program.

Retail Price List

Item	Description	U/M	Price
4020TV	TV Recycling – CRT TV's 27" and Smaller on the diagonal	each (ea.)	\$25.00
4020TV	TV Recycling – CRT TV's 28" thru 42" on the diagonal	each (ea.)	\$35.00
4020TV	TV Recycling – CRT TV's 43" and Larger on the diagonal	each (ea.)	\$70.00
4020FTV	TV Recycling - LCD (Flat Panel Display)	each (ea.)	\$20.00
4020TV	TV Recycling - Wood Console CRT TVs	each (ea.)	\$45.00
4020FTV	TV Recycling - Plasma TVs	each (ea.)	\$30.00
4020RP	TV Recycling - Rear Projection TVs	each (ea.)	\$60.00
4020DLP	TV Recycling - DLP TVs	each (ea.)	\$25.00
4020M	Monitor Recycling - CRT	each (ea.)	\$15.00
4020FM	Monitor Recycling - Flat Screen	each (ea.)	\$5.00
4056	Printer Recycling - Small Desk Top Printers/Fax Machines	each (ea.)	\$10.00
4056	Printer Recycling - Large Desk Top Printers/Fax Machines	each (ea.)	\$25.00
4056	Printer Recycling - Floor Model Print, Copy and Fax Machines and Plotters	each (ea.)	\$46.00
4033	Peripheral Recycling – Scanners, Keyboards, Mice, Computer Speakers, Routers, Switches – Dependent on CPU to operate	pound (lb.)	\$0.25
	<u>Do Not Charge For</u> – CPU's, PC's, Laptops, Servers, Gaming Consoles, Cell Phones, Cameras		
	<u>UNACCEPTED MATERIAL</u> – Mercury Containing Devices		

Wholesale Item Price List

Item	Description	U/M	Price
I5011	TV Recycling – CRT TVs by the pound	pound (lb.)	\$0.30
I5012	TV Recycling - LCD (Flat Panel Display) by the pound	pound (lb.)	\$0.25
I5013	TV Recycling - Wood Console CRT TVs by the pound	pound (lb.)	\$0.30
I5014	TV Recycling - Plasma TVs by the pound	pound (lb.)	\$0.30
I5015	TV Recycling - Rear Projection TVs by the pound	pound (lb.)	\$0.30
I5016	TV Recycling - DLP TVs by the pound	pound (lb.)	\$0.30
I5017	Monitor Recycling - CRT by the pound	pound (lb.)	\$0.25
I5018	Monitor Recycling - Flat Screen by the pound	pound (lb.)	\$0.20
I2180W	CPU's, PC's, Laptops, Servers	pound (lb.)	\$0.00
I5104	Printer Recycling – all Printers by the pound	pound (lb.)	\$0.15
I5201	Peripheral Recycling – Scanners, Keyboards, Mice, Computer Speakers, Routers, Switches – Dependent on CPU to operate	pound (lb.)	\$0.15
I7300	Other Miscellaneous Electronic Equipment	pound (lb.)	\$0.30
	<u>No Cost Recycling</u> – Gaming Consoles, Cell Phones, Cameras		
	Devices not listed will be dealt with on a case by case basis		

Contact Details

PRIMARY CONTACT

Name:

Address:

Phone Number:

Email:

COLLECTION SITE & CONTACT

Site Address:

Contact Name:

Contact Phone Number:

Contact E-Mail:

Days/Hours of Operation For Public Drop Off:

Days/Hours of Operation For Scheduling/Trucks:

INVOICING CONTACT

Name:

Address:

Phone Number:

Email:

MARKETING CONTACT

Contact Name:

Contact Number:

Contact E-Mail:

GENERAL PUBLIC INFORMATION

Web Address:

Facebook Page:

Twitter Account:

Toll-Free Number:



BOROUGH COUNCIL INFORMATIONAL SHEET
AGENDA ITEM 17.a.
ACTION ITEM

SUBJECT: Consider approving the amended work authorization from The Gateway Engineers for the completion of a preliminary geotechnical investigation at 3735 Brownsville Road at a not-to-exceed cost of \$10,000 to be paid from Capital Fund Line Item 18-409.317: Engineering & Architectural Services. [ACTION ITEM]

DATE: March 20, 2017

**PRESENTED BY: MR. GEORGE ZBOYOVSKY, PE
BOROUGH MANAGER**

SUMMARY:

This item is associated with the municipal building project. The Borough is continuing to do its due diligence in terms of evaluating the viability of the property at 3735 Brownsville Road. In order to ensure that the foundation of the building is suitable designed, it is prudent to perform test borings to determine the profile of the subsurface soils. The Gateway Engineers is proposing to contract with a vendor to drill two test holes. During site investigations, it was determined by the contractor that they would be able to access the basement of the property with their drill rig in order to obtain two additional test borings. Since this was a critical component of the site investigation, it was necessary that these two (2) additional boring be obtained. As such, Gateway Engineers revised their previously approved Work Authorization (2/27/17) for a Not-to-Exceed amount of \$7,000 by adding the additional costs associated with the two (2) additional borings. This came out to be an additional \$3,000.00. As such, the total Work Authorization for the Geotechnical Investigation is now \$10,000.00.

This firm will subsequently perform an internal analysis of soil conditions, drainage, etc.

BUDGET IMPACT:

It is estimated that the subcontractor's fees for the four (4) bored holes will amount to \$4,700. Soil analysis will cost approximately \$5,300. The total not-to-exceed amount of \$10,000 would be paid from Capital Improvement Fund Line Item 18-409-317: Engineering & Architectural Services.

Fees would be paid from Capital Fund Line Item 18-409.317: Engineering & Architectural Services.

2017 Budget = \$235,000.00.
YTD = \$0.00
Encumbered = \$14,900.00
Encumbered = \$10,000.00
Encumbered = \$2,000.00
Encumbered = \$1,500.00

Balance = \$206,600.00

RECOMMENDATION:

To ensure the site is adequate to construct a new building foundation, it is recommended that a geo-technical Investigation and study be performed.

ATTACHMENTS:

Description	Upload Date	Type
2017-03-07 Revised Snee Dairy Geotech Work Auth	3/17/2017	Cover Memo

Project Name: **Geotechnical Investigation
Snee Dairy Site**

Project Number: **C-40067-0005**

Project Location: **Brownsville Road, Brentwood Borough, Allegheny County, Pennsylvania**

Work to be Performed

Gateway shall conduct a geotechnical investigation, with four test borings drilled at the site to evaluate subsurface conditions and provide foundation considerations for the proposed future Municipal Building. Gateway's work will be supplemented by a drilling contractor.

Fee Schedule

The above Work to be Performed for the investigation will be billed on a time and materials basis and completed for approximately \$5,300. The fees related to the drilling contractor's work are estimated to be \$4,700. Thus, the estimate for the entire investigation is \$10,000. **This work authorization is intended to replace the previously authorized work authorization dated February 10, 2017, which totaled \$7,000.** Invoicing will occur monthly in accordance with the previously submitted hourly rate schedule, which will be in effect through the end of this calendar year.

Our fees will not exceed \$10,000.00 without submitting and receiving another signed Work Authorization prior to continuing our work.

Richard D. Minsterman, P.E.
Principal in Charge

Joseph P. Fagan, P.E.
Project Manager

Acceptance

I/We, the undersigned, accept this proposal as outlined above.

Company: Brentwood Borough

Attention: President of Council

Print Name: _____

Date: _____

Signature: _____

Upon acceptance and
completion of this form,
return the signed proposal.

RETURN