

Borough of Rossllyn Farms

August 13, 2018

Regular Council Meeting

Attendance: Jonathan Glance, Jim Stover (Mayor, non-voting), Tina Stacy, Steve George, Nate Prepelka, Lee Griffin, Daniel Conlon (Solicitor, non-voting), Steve Tessaro (President), Giuseppe Ragozzino, Carolyn Bucci (Secretary-Treasurer, non-voting)

The regular meeting of Council was Called to order by President Steve Tessaro on August 13, 2018 at the Rossllyn Farms Community Center. All members of council, as well as non-voting members, were present.

Meeting Materials: No extra agendas or sign in sheets were available for citizens that might wish to attend; Nate and Jonathan created a sign in sheet; Steve Tessaro indicated he will bring extra agendas going forward; Steve also noted the it is his intent to have the agendas put on the website

Oath of Office: Jonathan Glance was given the oath of office by Jim Stover and asked to sign the Affidavit of Residency by Daniel Conlon; both documents were given to Carolyn Bucci to store electronically and in paper format

Previous Meeting Minutes: Council reviewed and approved the minutes of the July 9th, 2018 regular meeting of Council as presented. Ragozzino/Bucci Stacy, unanimous

Bills: A lengthy discussion ensued around the new proposed process of sending out bills for review prior to the regular council meetings; The new process is to send out the unpaid bills list provided within QuickBooks and to bring the original bills to the meeting for any voting council members to review; Both Mayor Jim Stover and Steve George were in disagreement with the process and preferred to have all the bills scanned into a .pdf for their review;

Carolyn Bucci pointed out that there are too many bills for her to scan at home, but she was willing to take them to a service to be scanned; this was declined by both Jim Stover and Steve George as too costly;

Giuseppe Ragozzino asked about using other technologies such as snapping a picture on your phone as you process the bill, but Carolyn Bucci said that too is time consuming;

The discussion ended with reluctant agreement to continue with the new process while Lee Griffin looks at potential solutions; Jonathan Glance and Nate Prepelka noted they is satisfied with the new process; Lee Griffin was willing to try it for a period; Steve Tessaro also indicated he was satisfied with the process.

Nate Prepelka asked Daniel how other boroughs do it and if our proposed process was logical; Daniel said some boroughs scan and others are so large that they do not scan the bills and simply prepare a list; Daniel noted it is different at every council/township;

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Steve Tessaro suggested we give the bills to people to take home review and then mail them. Mayor Stover and Steve George did not feel that was an adequate solution because it would be after the bills are already approved.

At the end of the discussion it was decided to continue to distribute the list of bills being paid as generated by QuickBooks and the actual bills would be available at the meeting for individual review.

Steve then asked that someone sign the bills during the meeting; Stacy/George agreed to sign them

Giuseppe made a motion to approve the bills; all were in favor except Steve George who voted no so the vote was not unanimous.

Financial Report: Carolyn gave the financial report; Jim Stover wanted clarity on the police and public safety; Carolyn said she would follow up on that line item in the General Ledger and report back to council

Opportunity for Citizens to Speak: No citizens wanted to speak

Solicitor's Report: Daniel Conlon noted that he prepared a letter for Council concerning the property at 318 Rosslyn Road;

Daniel recommended two motions to Council; He noted a Tax Collector needed to be appointed since Sam Maccarone retired; Daniel further noted that the agreement with Jordan Tax Collection Service to deputize Jordan Tax to collect real estate taxes had expired and needed to be reinstated; to accomplish these objectives Daniel recommended a motion to designate Carolyn Bucci as the Tax Collector for the Borough and School District immediately followed by a motion to approved an agreement between the appointed tax collector (Carolyn Bucci) and Jordan Tax Service for Carolyn to deputize Jordan Tax Collection Service to collect real estate taxes for the Borough and School District.

Jonathan Glance made the motion to appoint Carolyn tax collector; Giuseppe Ragozzino 2nd the motion\unanimous

Jonathan Glance then made the motion to approve the agreement between the appointed tax collector (Carolyn Bucci) and Jordan Tax Service; Giuseppe Ragozzino 2nd the motion\unanimous

Daniel processed 2 lien letter requests on behalf of the borough; Mayor Stover brought up discussion around the cost of a lien letter (\$25.00) and the fact it does not cover the cost of having Daniel research whether any liens exist on behalf of the borough; no action was taken. Carolyn noted that there has been no change in the Lien Letter process, the previous solicitor reviewed the lien information and then the letter was created and mailed by the Secretary-Treasurer

Mayor's Report: The Mayor updated council on the status of 318 Rosslyn Road; eviction happened at 10am on August 23rd; the police said there was a warrant out for one of the occupants and they arrested the occupant as he was leaving the residence; the next day someone was back in the house and the police arrested that occupant for burglary; the grass cut and window fixed;

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Steve Tessaro thanked the Mayor and noted that citizen Sandra Peck's items (presented at 2 previous meetings) had now been addressed

Secretary Report: no report given

Report of Borough Council Committees:

Parks and Recreation – Lee Griffin reported that pool membership is up this year with 60 total memberships and pool revenue was also up

Steve Tessaro updated Lee and council on a request by citizens to create a Pickle Ball paddle court on the smaller tennis court; Steve got an estimate to paint pickle ball lines on the tennis court (in yellow) and to also have the same person seal the parking lot and repaint the basketball court; Council asked that Lee talk to the tennis court committee and Lee agreed; Lee then made a motion, pending approval by tennis committee, to paint pickle ball court; fill cracks and spray the parking lot then repaint the basketball lines for \$2,600\Prepelka; unanimous

President's Report – Steve noted that he did not have the Engineer monthly report as he got it late in the day, but would distribute it

Finance and Tax Collection – No update

COG Report – Council person George reported on the COG meeting discussions; Steve Tessaro asked Steve George if Rosslyn Farms gets any value out of staying in COG; Council person George said some boroughs, like Thornburg pulled out and sometimes the joint purchases are not as attractive as they could be; Steve George noted that COG offered a lot of assistance with Grants for ADA items, but said we really do not qualify for most of the Grants they offer; No action was taken on whether to stay or leave COG

Community Center – Council person Bucci Stacy stated that the community center committee would like the Solicitor to update their rental contract to show a \$100 "refundable security deposit"; Nate noted that perhaps the solicitor should review the entire contract. Current copy of the rental agreement was given to Daniel Conlon for his review. Document to be finalized for next meeting.

Steve Tessaro noted that he recently met with the community center commission and they approved reconstruction of the bell tower as long as it is under \$10,000; Betsy Tessaro met with a masonry contractor and got an estimate of \$4k for the bell tower and \$4K to repaint the chimney. Work is planned to proceed prior to the next meeting.

Steve also noted that during that meeting with the community center council he asked that they update a resolution to agree upon the responsibilities of the commission and responsibilities of council; Sylvia will work on revising resolutions; it was generally agreed that the commission will do cosmetic items and council will do more structural items

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Tina Bucci Stacy asked about the status of the gutter project and President Tessaro said that he has not gotten the price yet but will have something for review prior to the next meeting.

Website committee – Council person Ragozzino reported that the website went live; communication to the residents went out; Nate Prepelka noted that the new website was the second hit when you type Rosslyn Farms in google.

Steve Tessaro asked about the phone number on the site and requested it be changed to 412-279-8108

Steve Tessaro also asked that the Solicitor and Engineering firms be updated

Roads/Sewers – Steve Tessaro noted that he would discuss the Roads/Sewers during his President's Report

Personnel Committee – nothing to report

President's Report – President Tessaro reported that the Borough Building Garage is done; Rosslyn Road Storm project is done and street repaving will start soon; President Tessaro signed a notice to proceed; Lee asked about the extension curb by the park looking bad wondering if Rosslyn Farms owns it; it was agreed Rosslyn Farms owns it, but no action was taken with regard to improving the look

Steve updated council on the speed monitoring device noting it is moving around the neighborhood; Steve would like to get more of its data in the coming week and will then store it on the borough Secretary's computer

Steve and council person Ragozzino lead a discussion around the speed monitoring data being displayed on the website; Nate Prepelka noted that the solicitor should review that data to ensure it is ok to store on the website and doesn't cause any borough exposure; Daniel will get back to council on the type of data we can report; Jonathan Glance wanted to know what the police feel is acceptable; Nate wants a solid understanding of what we should and shouldn't publish; council person Ragozzino asked if what was being provided on the website is solving the problem of residents possibly having an inaccurate perception of the issue, in other words, are we solving the perception problem? And are we currently disclosing too much or not enough? His questions were in response to council person Prepelka concern about whether there is some risk in sharing information on the website.

Steve met with the engineer to discuss the Truck Traffic and turning radius study; they have letter and signage proposal; pending and updated letter and then Steve will have the solicitor write an ordinance; at this time, they are trying to keep all the signs within Rosslyn Farms

Steve led a discussion around BIU our Building Insp and zoning officer; President Tessaro indicated that they are difficult to work with and we have not been happy with their work; Steve noted that he reached out to NIRA Engineering (which many neighboring townships use); he received a proposal from NIRA and noted we can leave BIU with a 90 day termination notice; Steve asked council to review the proposal so they can action it at the next council meeting.

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Mayor Jim Stover recommended to council that it might be more appropriate to go back to using Dave Morgan. President Tessaro said he would reach out to Dave Morgan but feels Mr. Morgan will only do code enforcement and we would still need building inspection services from someone; Steve George agreed Dave Morgan would be good for maintenance issues not the construction aspects where we could go to NIRA. President Tessaro agreed to ask Mr. Morgan for a quote on code inspection so council can action the topic at the next meeting

A motion was made to adjourn the meeting; Prepelka/unanimous.

Submitted by Secretary/Treasurer Carolyn Bucci

Carolyn A. Bucci – Borough Sec/Treas

Steve Tessaro – Council President