

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
December 12, 2022

Time: The meeting was called to order at 7:00 PM.

Location: Rosslyn Farms Community Center, Calvert Room

Attendees: Council President Steve Tassarò (2023) was present and chaired the meeting. Council members Barbara Becker (2025), Jonathan Glance (2025), Chad Green (2023), Lee Griffin (2025), Jay Lear (2023), and David Robb (2025) were present. Council President Mayor Isabel Ford (2025), Secretary/ Treasurer Dorothy Falk and Solicitor Joe Perotti from Goehring, Rutter, and Boehm were present.

Regrets: None

Materials: A sign-in sheet and agenda were provided to those in attendance

The Pledge of Allegiance was recited.

MOTION TO AMEND THE AGENDA

Mr. Glance made a motion to amend the agenda to add the approval of the Intergovernmental Cooperation Agreement with Carnegie Borough for a joint sewer repair project. The motion was seconded by Ms. Becker and passed unanimously.

APPROVAL OF PRIOR MEETING MINUTES

Mr. Robb made a motion to accept the minutes from November 14, 2022 as presented. The motion was seconded by Mr. Green and passed unanimously.

PUBLIC FORUM

Resident Derek Luke present to observe.

SOLICITOR'S REPORT

Intergovernmental Cooperation Agreement with Carnegie Borough and Resolution: Solicitor Joe Perotti summarized the agreement for a joint sewer repair project with Carnegie Borough. A discussion followed. Mr. Robb made a motion to approve a resolution authorizing an Intergovernmental Cooperation Agreement for Sanitary Sewer Repairs with the Borough of Carnegie for the joint repair of a 12-inch sanitary sewer line currently serving properties along Rosslyn Rd. The motion was seconded by Mr. Lear and passed unanimously.

Parking pads: There are several parking pads that have been installed by residents without obtaining the proper permits. Solicitor Mueller and Harshman have drafted a letter notifying residents that they need to submit a zoning permit application for the existing parking pads. A discussion followed. Council approved sending the finalized letter.

Speed humps: President Tassarò has requested pricing estimates for the installation of permanent speed humps. A discussion followed. No action will be taken until the estimates are available.

ENGINEER'S REPORT

PA Small Water and Sewer grant: Borough engineer LSSE is assisting with a grant application on behalf of the borough for improvements to the Scheffield Road storm sewer. The estimate for the total project is \$263,400; a grant of \$223,400 is being requested with a borough match of \$40,000. A discussion followed. Mr. Robb made a motion that Council pass a resolution authorizing a grant application in the amount of \$223,400 for the project and authorizing borough secretary Dorothy Falk to execute the necessary documents and agreements to facilitate the application. The motion was seconded by Mr. Glance and passed unanimously.

MAYOR'S REPORT

Mayor Ford gave the police report for November. There were calls for one domestic dispute, an individual in potential distress, and an injured deer.

Mayor Ford requested that the borough provide its customary end of year gift of \$25 to each of the Scott Township police officers, the chief, and the secretary. Mr. Glance made a motion that Council authorize Ms. Falk to issue the end of year gift checks as described, which was seconded by Ms. Griffin. The motion was approved unanimously.

Mayor Ford reported that the historical marker in honor of Dick Thornburgh has been approved by the state. It will likely be installed by next summer.

SECRETARY/TREASURER'S REPORT

Ms. Falk presented Council with reports for Deposits, Profit and Loss, and Account Balances.

Disbursements: Ms. Falk presented Council with a list of disbursements for invoices received since the November meeting. Mr. Robb made a motion that Council approve the disbursements as presented. Ms. Becker seconded the motion, and it passed unanimously.

ALCOSAN rate increase resolution – Ms. Falk reported that ALCOSAN is increasing its quarterly service charge from \$20.45 to \$21.88 per account and its usage charge from \$9.73/k gallons to \$10.41/k gallons, effective January 1, 2023. Mr. Glance made a motion that the borough authorize Jordan Tax Services to pass the new charges to borough residents to recover the increased costs. Mr. Lear seconded the motion, which passed unanimously.

Meeting schedule: A discussion was held on the meeting schedule for 2023. Mr. Glance made a motion that Council authorize Ms. Falk to advertise Council meetings for each Monday with the regular monthly Council meeting to be held on the second Monday of each month and other meetings to be held only if necessary. Ms. Griffin seconded the motion, which passed unanimously.

COMMITTEE REPORTS

Code management (Green) – Mr. Green summarized the code enforcement actions taken since the November meeting.

Communication/Website (Green) – Mr. Green will discuss with Lori Ann Holt and Ms. Falk options to gain more control over the website.

Community Facilities (Becker) -

Community Center: Ms. Becker reported that rentals increased significantly in 2022.

Prescott Roofing has been in touch to schedule the previously contracted gutter cleaning. Ms. Griffin will follow up.

President Tassarò reported that the defective fire alarm system appears to have been corrected.

Bartlett Tree Service: President Tassarò reported that Devin Taydus, our new Bartlett representative, has submitted a proposal for the care and treatment of trees and shrubs near the Community Center. A discussion followed. Ms. Becker made a motion that Council accept the proposal from Bartlett for soil treatment and pest management of the trees and shrubs at the Community Center in the amount of \$1,117. The motion was seconded by Mr. Glance, and passed unanimously.

Finance/Grants (Robb) –

2023 Budget – Draft B: Ms. Falk summarized the Draft B version of the 2023 budget which was updated based on more complete 2022 financial data, and additional information provided by ALCOSAN and PennDOT. Mr. Lear suggested that Council increase hourly wages and salary amounts 3.5% from the 2022 wages. A discussion followed. Mr. Glance made a motion that Council approve the 2023 Budget with the suggested changes as described. Mr. Green seconded the motion, which was approved unanimously.

2022 Real Estate tax millage resolution – The real estate millage used to develop the 2023 budget was unchanged from 2022 at 8.0 mills. Mr. Glance made a motion that Council approve maintaining the 2022 millage rate at 8.0 mills, which was seconded by Mr. Lear and approved unanimously.

PIRMA Loss Control Grant Update: Ms. Falk reported that she had submitted an application requesting a \$5,000 grant to replace the fence surrounding the pool. Grants will be awarded in early 2023.

Human Resources (Lear) –

2022 year-end bonuses for approval – Mr. Glance made a motion the Council approve net bonuses of \$500 for the three permanent employees and \$250 for the seasonal public works employee (approximate gross amounts: \$739 for Falk, \$650 for Gossett, \$760 for Smith, \$325 for Chapman). The motion was seconded by Ms. Griffin and approved unanimously.

Infrastructure (Tassarò) – President Tassarò reported that the new home being built on Kings Highway includes plans for a sidewalk. He spoke with the contractor and has requested an estimate for continuing the sidewalk to Club. Council discussed pedestrian safety concerns at this specific site and connectivity plans for the borough in general. Mr. Glance made a motion that Council move forward to support a sidewalk at the new home and adjacent property. The motion was seconded by Mr. Robb and passed unanimously.

Parks/Recreation (Griffin) –

Pool wall: President Tassarò distributed a copy of the drawing done by Harshman for a new wall at the pool. Public works has begun some of the work.

Bartlett Tree Service proposal for Parrish Park: A discussion was held on a proposal submitted by Bartlett. Ms. Griffin and Mr. Glance will meet with Devin Taydus from Bartlett and Dan McDowell of LaQuatra Bonci to further define the work to be done.

Waste/Recycling (Glance) – No report.

OLD BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

Mr. Glance made a motion that Council adjourn the meeting at 9:00 PM. Mr. Robb seconded the motion, which carried.