

**ROSSLYN FARMS BOROUGH COUNCIL**  
**Regular Council Meeting**  
**April 10, 2023**

**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. Mayor Isabel Ford (2025), Secretary/ Treasurer Dorothy Falk, and Solicitor Joe Perotti from GRB were present.

**Regrets:** None.

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

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**The Pledge of Allegiance was recited.**

**APPROVAL OF PRIOR MEETING MINUTES**

Mr. Glance made a motion to accept the minutes from March 13, 2023 as amended. The motion was seconded by Mr. Green and passed unanimously.

**PUBLIC FORUM**

Residents Nick van der Merwe and Derek Luke were present to observe.

**SOLICITOR'S REPORT**

Joe Perotti from Goehring, Rutter, and Boehm reported on behalf of Emily Mueller.

Sidewalks –A discussion was held regarding enforcement of repair and maintenance requirements. Council requested that Solicitor Mueller put together a draft update to the sidewalk ordinance, incorporating her previous comments. Sidewalk specs will need to be developed for new and replacement sidewalks. Mr. Robb will continue individual discussions with residents regarding their responsibility to maintain their sidewalks.

A discussion was held on a master plan for sidewalks. Mr. Glance will follow up with LaQuatra Bonci regarding the Trail and Sidewalk Connection plan approved in May 2022. Mr. Robb reminded Council of a Multimodal Transportation Fund grant opportunity if a plan is ready by the end of July. Ms. Becker emphasized the need for community input in developing the plan.

Sidewalk planning survey – Council discussed the service order authorization from LSSE to perform the right of way survey, which was submitted on a time and materials basis. This will be tabled pending the results from the LaQuatra Bonci connection plan.

**GRANT FUNDING PROPOSAL**

Mr. Robb indicated that the various projects the borough is considering will cost between \$1-2MM. He introduced Craig Kwiecinski from The Caliguiri Group, who presented a proposal for

project management and advocacy for identifying and obtaining grant funding. A discussion followed. Ms. Becker made a motion that Council accept the proposal from The Caliguiri Group for an initial term of 12 months at a cost of \$3,000 per month with an option to cancel the agreement with 30 days' notice, subject to legal review of the contract. The motion was seconded by Ms. Griffin, and it passed unanimously. Council requested monthly updates.

### **ENGINEER'S REPORT**

Regionalization repair: The repair of the shared sewer line has been completed. Ms. Falk will coordinate with the borough engineer to determine the amount to bill Carnegie (2% of total cost).

### **MAYOR'S REPORT**

Mayor Ford gave the police report for March. There was one motor vehicle accident, two alarm calls, one call for downed wires, and one parking complaint.

Mayor Ford reported that there is a study looking into the possibility of a high-speed corridor between downtown and the airport.

### **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 March meeting. Ms. Becker made a motion that Council approve the disbursements as presented. Mr. Glance seconded the motion, and it passed unanimously.

Salt renewal: Ms. Falk reported that the borough has the option to renew the current contract with Cargill Salt for an additional year. The cost of the salt will be based on a cost of living increase from the initial contract price of \$88.96. Mr. Glance made a motion that Council exercise its option to renew the contract for an additional year. The motion was seconded by Mr. Lear, and it passed unanimously.

PIRMA liability renewal: Ms. Falk reported that the premium of the PIRMA liability policy will increase by \$952 (8%) upon renewal on July 1. The new annual premium will be \$12,852. A discussion was held. Mr. Glance made a motion that Council renew the contract with PIRMA, which was seconded by Mr. Lear. The motion passed unanimously.

### **COMMITTEE REPORTS**

Code management (Green) –

*Parking pads*: Mr. Green reported that Harshman sent out three letters to residents, requesting that they apply for permits for their unpermitted parking pads. One application was received.

Communication/Website (Green) – New forms have been posted. Ms. Falk will be meeting with Lorianne Holt for training.

Community Center/Facilities (Becker) -

*Doggrell Painting proposal*: Ms. Becker made a motion that Council ratify its decision to accept the Doggrell Painting proposal to paint the gym for \$3,315. The motion was seconded by Mr. Lear and passed unanimously.

*Dual monitoring for alarm:* President Tassaro reported that ethernet monitoring with cell backup may address the miscommunication issues.

*Rent:* President Ford reported that the Community Center rental rate will be increasing by \$25 per rental. Solicitor Mueller will be asked to look into any potential issues with the building's non-profit status.

President Tassaro reported that the parking lot needs to be resealed and the basketball court needs to be repainted. He will reach out to the person who did it previously.

Finance/Grants (Robb) – No report.

Human Resources (Lear) – Mr. Lear reported that he met with public works to review their annual compensation. They are still looking for a seasonal worker for this summer.

Infrastructure (Tassaro) – No report.

Parks/Recreation (Griffin) –

*Pool update:* Ms. Griffin reported that four potential guards have been identified with six more needed.

The Pool Committee proposed the following changes for the upcoming season:

Lifeguard compensation:

	<i>Current:</i>	<i>Proposed:</i>
1 <sup>st</sup> year:	\$10.50/hour	\$15.00/hour
2 <sup>nd</sup> year+	\$11.50-\$13.50/hour	\$17.00/hour
Asst Head Guard:	\$14.00/hour	\$19.00/hour
Head Guard:	\$15.00/hour	\$20.00/hour
End of year bonus	\$150	

Pool fees:

	<i>Single</i>	<i>Couple</i>	<i>Family</i>
Resident	\$100	\$150	\$200
Non-resident	\$175	\$275	\$375
Private party guard:	\$20/hour (paid directly)		

Ms. Becker made a motion that Council accept the proposed lifeguard compensation and pool fee schedule. Mr. Glance seconded the motion, and it was approved unanimously.

Waste/Recycling (Glance) – Ms. Falk reported that Waste Management is accepting glass for recycling.

**OLD BUSINESS**

None.

**NEW BUSINESS**

*Deer management:* Mr. Robb reported that there has been resident interest in a deer management program. He will circulate the information to Council.

**EXECUTIVE SESSION:** Council went into executive session at 9:35 PM to discuss potential litigation. Council came out of executive session at 9:40 PM.

**ADJOURNMENT**

Mr. Glance made a motion that Council adjourn the meeting at 9:40 PM. Ms. Becker seconded the motion, which carried.