

**ROSSLYN FARMS BOROUGH COUNCIL**  
**Regular Council Meeting**  
**December 13, 2021**

**Time:** The meeting was called to order at 7:05 PM by Vice President David Robb (2021)

**Location:** Rosslyn Farms Community Center, Calvert Room

**Attendees:** Council members Barbara Becker (2021), Jonathan Gance (2021), Chad Green (2023), and Lee Griffin (2021) were present. Also present were Mayor Jim Stover (2021), Secretary/Treasurer Dorothy Falk, and Solicitor Daniel Conlon.

**Regrets:** Council President Steve Tassarò (2023) and council member Jay Lear (2023).

**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**

Ms. Becker made a motion to accept the minutes from November 8, 2021 as amended. The motion was seconded by Mr. Gance and passed unanimously.

**PUBLIC FORUM**

Resident Keith Engelke expressed appreciation to council for the work done to repair the Edgecliff landslide. Mr. Robb thanked him for his cooperation with the project.

Residents Derek Luke, Marty O'Toole, Isabel Ford, Jim Gregory, and Nate Prepelka were present to observe.

**SOLICITOR'S REPORT**

Solicitor Conlon summarized the police contract renewal, explaining that it can be for a four year term as council will have a majority of the same members over that period. The Scott solicitor has already reviewed it, and it can be approved by resolution if council desires.

**ENGINEER'S REPORT**

No report. The borough engineer will attend the January 2022 meeting to discuss the phase 2 requirements of the consent order.

**MAYOR'S REPORT**

Police Contract: Scott Township Chief of Police Matt Podsiadly was present to answer questions regarding police coverage and the police contract renewal. Mr. Gance thanked the chief for the recent additional coverage in the borough.

Resolution to authorize renewal of police contract: Mr. Gance made a motion that council pass a resolution approving the police renewal contract from 2022 to 2025 as presented and authorizing Vice President Robb to sign the renewal agreement. Mr. Green seconded the motion. The resolution was unanimously approved.

Mayor Stover left the meeting after finishing his report.

### **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 bills received since the November 8 meeting. A discussion followed. Mr. Glance made a motion that council approve the disbursements as presented. Ms. Griffin seconded the motion, and it passed unanimously.

ALCOSAN rate increase resolution – Ms. Falk reported that ALCOSAN is increasing its quarterly service charge from \$19.11 to \$20.45 per account and its usage charge from \$9.10/k gallons to \$9.73/k gallons. Mr. Glance made a motion that the borough authorize Jordan Tax Services to pass along the new charges to borough residents to recover the increased costs. Ms. Becker seconded the motion, which passed unanimously.

2022 Real Estate tax millage resolution – The real estate millage used to develop the 2022 budget was unchanged from 2021 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 Ms. Griffin and approved unanimously.

2022 Budget – Draft C of the 2022 budget was distributed. Mr. Robb summarized the changes made since the previous draft. A discussion followed. Ms. Becker made a motion that council approve the 2022 Budget as presented. Mr. Green seconded the motion, which passed unanimously.

### **COMMITTEE REPORTS**

Code management (Green) –Mr. Green updated council on the current status of citations and hearings. Mr. Green will schedule a meeting with Harshman to discuss the code enforcement and building permit process.

Communication/Website (Green) – The website has been updated with the current agenda and minutes.

Community Facilities (Becker) – Ms. Becker summarized the work that was done in the Community Center in 2021. Proposals for additional work were discussed.

Mr. Glance made a motion that council accept the proposal from eLoop in the amount of \$243.25 to dispose of an old television and printer. The motion was seconded by Ms. Griffin and passed unanimously.

Mr. Glance made a motion that council accept the proposal from Wm. Prescott Roofing in the amount of \$375 to inspect the roof and clean the gutters. The motion was seconded by Ms. Griffin and passed unanimously.

Mr. Glance made a motion that council accept the proposal from All-American Insulation Services in the amount of \$2,175 to insulate the boiler steam supply pipes and condensate piping. The motion was seconded by Ms. Griffin and passed unanimously.

Mr. Glance made a motion that council accept the service agreement from McKamish for semiannual maintenance inspection of the boiler in the amount of \$1,716 per year (\$858 per visit). The motion was seconded by Ms. Griffin and passed unanimously.

Mr. Glance made a motion that council accept the service agreement from ClimaTech for the testing and cleaning of the two split system units in the Calvert Room. The motion was seconded by Ms. Griffin and passed unanimously.

Finance/Grants (Robb) – Mr. Robb will continue with the grant reimbursement process for the repair work on Edgecliff.

Human Resources (Lear) – No report.

Infrastructure (Tassarò) – No report.

Parks/Recreation (Griffin) – No report.

Waste/Recycling (Glance) – No report.

### **OLD BUSINESS**

Edgecliff Trail update – The work has been completed. Harshman has issued an authorization to pay pending receipt of the maintenance bond.

Edgecliff fence update – The work replacing the fence on Edgecliff is currently underway. A discussion was held on the condition of the fence on Kings Highway. Pittsburgh Fence will be asked to repair the Kings Highway fence on a time and material basis, using salvaged materials where possible.

Master Plan update – A discussion was held regarding a community presentation of the master plan. Ms. Griffin will arrange a presentation immediately prior to the January 10, 2022 council meeting.

### **EXECUTIVE SESSION**

Council went into executive session at 8:10 PM to discuss employee bonuses. Council came out of executive session at 8:30PM.

### **NEW BUSINESS**

2021 year-end bonuses for approval –

Mr. Glance made a motion the council approved the following bonus amounts:

*Permanent employees* (approx. \$500 net): Dorothy Falk - \$755.06, Brad Gossett - \$628.38, Charlie Smith - \$700.18

*Seasonal employee* (approx. \$250 net): Neil Gossett – \$305.10.

*Scott Township Police department*: \$25 each to 23 individuals.

The motion was seconded by Ms. Becker and approved unanimously.

Review of appointments, committees, and board – Council reviewed appointments, committees and board assignments in preparation for the January reorganization meeting.

**ADJOURNMENT**

Mr. Glance made a motion that council adjourn the meeting at 8:46 PM. Ms. Becker seconded the motion, which carried.