

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
February 8, 2021

Meeting time: The meeting was called to order at 7:00 PM by President Steve Tassarò.

Location: The meeting was held remotely via Zoom.

Attendees: Council members Barbara Becker (2021), Jonathan Glance (2021), Chad Green (2023), Jay Lear (2023), and David Robb (2021) were present. Also present were Secretary/Treasurer Dorothy Falk and Solicitor Daniel Conlon from Tucker Arensberg.

Regrets: Council member Lee Griffin (2021), Mayor Jim Stover (2021)

The Pledge of Allegiance was recited.

APPROVAL OF PRIOR MEETING MINUTES

Ms. Becker made a motion to accept the minutes from January 11, 2021 as presented. The motion was seconded by Mr. Robb and passed unanimously (5-0).

PUBLIC FORUM

Residents Derek Luke and Mike Cuddy were present to observe.

SOLICITOR'S REPORT:

Solicitor Conlon explained the tax appeal process.

A discussion was held on the responsibilities of the Vacancy Chair. Solicitor Conlon has prepared a job description for the position, which Ms. Falk will circulate. She will also circulate a complete borough contact list.

Mr. Glance arrived at 7:15 PM.

ENGINEER'S REPORT:

Sign review: LSSE provided an estimate of \$2,500 to do a sign review in the borough. A discussion followed. Mr. Robb made a motion that council authorize LSSE to do a sign review in an amount not to exceed \$2,500. Ms. Becker seconded the motion which passed unanimously.

MAYOR'S REPORT:

Mayor Stover was not present. Ms. Falk gave the police report on his behalf. There was one incident involving a gift card scam of approximately \$6,000. All except \$500 was recovered.

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 meeting. A discussion followed. Mr. Robb made a motion that council approve the disbursements as presented. Ms. Becker seconded the motion, and it passed unanimously.

Health Insurance renewal – Ms. Falk reported that the current UPMC coverage will increase by 3.8% during the next plan year, which starts 4/1/2021. A discussion followed. Mr. Lear made a motion to approve the renewal, which was seconded by Mr. Green. The motion passed unanimously. Ms. Falk will compare the Rosslyn Farms rate with that of a similar UPMC policy for Thornburg employees.

Real estate tax collection renewal – Ms. Falk received a proposal from Jordan Tax Services to continue its real estate tax collection on the borough's behalf. The proposal will extend the agreement for four years at the same cost of \$3.50/bill plus postage. A discussion followed. Council approved the extension. Jordan will prepare the extension agreement.

COMMITTEE REPORTS

Code management (Green) – A discussion was held on zoning regulations and aesthetics for new construction, with Mr. Glance recommending architectural review prior to permits being issued. Harshman has been asked to forward permit applications to council prior to approval.

Communication/Website (Green) – Mr. Green will update the committee lists on the website.

Community Facilities (Becker)

HVAC: The HVAC system in the community center required service.

Fire alarm proposal: Mr. Tassarò presented a proposal from Tower Engineers to design a fire alarm system for the community center for \$4,600. A wired system will likely cost \$18-20K, with a wireless system costing more. Mr. Glance made a motion that council accept the proposal from Tower Engineers to design the system. Ms. Becker seconded the motion, which passed unanimously. Mr. Tassarò will follow up.

Finance/Grants (Robb) – A discussion was held on the availability of grant funds for the park master plan. Mr. Robb will look into it. Ms. Falk will see if the borough would be eligible for any block grant funds.

Human Resources (Lear) – No report.

Infrastructure (Tassarò) – Mr. Robb asked council to look at the new LED streetlights on Pilgrim to see whether there is interest in converting other borough streetlights to LED.

Parks/Recreation (Griffin) –

Master plan proposal – President Tassarò summarized the proposal from LaQuatra Bonci for programming and concept masterplan design. A discussion followed. Mr. Robb made a motion that council accept the proposal from LaQuatra Bonci in an amount not to exceed \$3,000. The motion was seconded by Mr. Glance and passed unanimously. President Tassarò will follow up.

Waste/Recycling (Glance) – Mr. Glance and Ms. Falk will start putting together a bid package for a new garbage and recycling contract.

OLD BUSINESS:

Traffic calming on Pilgrim: The LED streetlights have been installed, and the brush has been removed. Conditions have improved over the winter.

Trees: President Tassaró has worked with Duquesne Light regarding the tree work they are doing on borough property. He feels they have been cooperative. A voucher program for tree replacement is available. Duquesne Light will be working directly with property owners for trees on private property.

NEW BUSINESS:

None.

ADJOURNMENT:

Mr. Glance made a motion that council adjourn the meeting at 8:45 PM. Ms. Becker seconded the motion, which carried.