

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
February 14, 2022

Time: The meeting was called to order at 7:00 PM by Vice President David Robb (2025)

Location: Rosslyn Farms Community Center, Calvert Room

Attendees: Council members Barbara Becker (2025), Jonathan Glance (2025), Chad Green (2023), and Jay Lear (2023) were present. Council President Steve Tassaró (2023) participated remotely via phone. Also present were Mayor Isabel Ford (2025), Secretary/Treasurer Dorothy Falk, and Solicitor Emily Mueller.

Regrets: Council member Lee Griffin (2025).

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

The Pledge of Allegiance was recited.

APPROVAL OF PRIOR MEETING MINUTES

Ms. Becker made a motion to accept the minutes from January 10, 2022 as amended. The motion was seconded by Mr. Lear and passed unanimously.

RESOLUTION TO APPOINT TAX COLLECTOR

Mr. Green made a motion that Council appoint Samuel Maccarone as the Borough Tax Collector and that Council authorize and direct Mr. Maccarone to deputize Jordan Tax Services to perform the tasks associated with the role of the tax collector. The motion was seconded by Ms. Becker and passed unanimously.

SWEARING IN OF TAX COLLECTOR

Mayor Ford administered the oath of office to the newly appointed Tax Collector Samuel Maccarone.

PUBLIC FORUM

Residents Derek Luke, Susan Battaglia, and Kenneth Fisher were present to observe.

SOLICITOR'S REPORT

Solicitor Mueller updated Council on the items she has been working on.

ENGINEER'S REPORT

Mr. Robb summarized the engineer's report. A discussion was held on the sewer line shared with Carnegie. Carnegie will televise the line to identify necessary repairs.

King's Highway Trail Survey proposal - Mr. Robb summarized a proposal from LSSE to survey points along the Kings Highway trail to identify property lines at an estimated cost of \$3,500. Mr. Glance made a motion the council accept the proposal from LSSE, which was seconded by Ms. Becker. A discussion followed. The motion passed unanimously. Mr. Tassaró will contact

LSSE to initiate the work. He will also draft a letter to share with residents in neighboring properties to let them know what work is being done.

MAYOR'S REPORT

Mayor Ford gave the police report for January. The Parkway ramp was hit by a truck and has been closed by PennDOT for at least two months. Borough road signs will be adjusted as appropriate.

A resident has requested a fire hydrant be installed. Crafton Fire Chief Crown will review the request. The Chief suggested that the borough consider fire inspections in the industrial park. A discussion followed. Solicitor Mueller indicated that an ordinance would be required.

A discussion was held on additional patrols for speed enforcement. Mayor Ford will discuss with Chief Podsiadly.

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 January 10 meeting. A discussion followed. Mr. Glance made a motion that council approve the disbursements as presented. Ms. Becker seconded the motion, and it passed unanimously.

Audit proposal: Ms. Falk presented the proposal from Hosack, Specht, Muetzel & Wood for the 2021 financial report and audit. A discussion followed. Mr. Glance made a motion that council accept the proposal from HSMW to perform the 2021 audit in the amount of \$4,775. Ms. Becker seconded the motion, which passed unanimously.

Comcast audit and franchise license renewal proposal: Ms. Falk presented a proposal from Cohen Law Group for a multi-municipal audit and renegotiation of the Comcast franchise agreement. A discussion followed. Ms. Falk will ask Cohen Law for a proposal for the renegotiation without the audit.

COMMITTEE REPORTS

Code management (Green) –Mr. Green updated council on the current status of citations and hearings.

Communication/Website (Green) – Meeting agenda and minutes are on the website. Mr. Green informed council that the Pennsylvania State Association of Boroughs has a website program at a comparable or lower rate cost that would allow the borough to have more direct control over updates to the site. A discussion followed. Ms. Falk will get additional information on the program.

Community Facilities (Becker)

Mr. Robb summarized the quotes that were requested for four replacement doors and hardware at the Community Center: Davis Fetch - \$18,290 (there is a 16 week lead time required due to the custom sizes), AG Mauro - \$25,662, and Builders Hardware, who declined to bid. The estimates do not include installation. A proposal for installation and hardware was submitted by Zeus Construction Company at an approximate cost of \$4,510, with additional repairs estimated at

\$1,175. A discussion followed. Mr. Glance made a motion the council accept the lowest proposal from Davis-Fetch at \$18,290. The motion was seconded by Ms. Becker and approved unanimously. Mr. Glance made a motion that council accept the proposal from Zeus Construction to install four sets of doors and repair the existing gym doors in an amount not to exceed \$5,685. The motion was seconded by Ms. Becker and approved unanimously.

Finance/Grants (Robb) – No report.

Human Resources (Lear) – Mr. Lear presented the 2022 renewal for the current UPMC health insurance policy for an approximate annual cost of \$37,250, an increase of approximately 3.8%. Alternative policies were discussed. Mr. Glance made a motion that council renew the current policy for 2022, which was seconded by Ms. Becker. The motion passed unanimously.

Mr. Lear indicated that a search will be required for a new seasonal employee. An increase in the current \$15 hourly rate was approved with the exact amount to be determined based on the candidate's qualifications.

Infrastructure (Tassaro) – A discussion was held on repairing and improving sidewalks. Solicitor Mueller reminded Council that it would need to be done uniformly. President Tassaro will contact Harshman to see if they will do a survey of borough sidewalks.

Parks/Recreation (Griffin) – Mr. Glance reported that the committee met to review the conceptual plan and collected suggestions for how to improve it. They are open to additional suggestions. The next step will be to look at the budget. A discussion was held on the pool house. Mayor Ford will bring it up with the pool committee.

Waste/Recycling (Glance) – Mr. Glance reported that two residents will be added to the list of residents requiring driveway pick up.

OLD BUSINESS

None.

NEW BUSINESS

None.

EXECUTIVE SESSION

Council went into Executive Session at 8:20 PM to discuss potential litigation. Council came out of Executive Session at 8:50 PM.

ADJOURNMENT

Mr. Glance made a motion that council adjourn the meeting at 8:50 PM. Mr. Green seconded the motion, which carried.