

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
February 13, 2023

- Time:** The meeting was called to order at 7:05 PM.
- Location:** Rosslyn Farms Community Center, Calvert Room
- Attendees:** Council member Lee Griffin (2025) was present and chaired the meeting. Council members Jonathan Glance (2025), Chad Green (2023), and Jay Lear (2023) were present. Council President Mayor Isabel Ford (2025), Secretary/Treasurer Dorothy Falk and Solicitor Emily Mueller were present.
- Regrets:** Council President Steve Tassarò (2023), council members Barbara Becker (2025) and David Robb (2025)
- 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 January 9, 2023 as presented. The motion was seconded by Mr. Green and passed unanimously.

PUBLIC FORUM

Residents Nick Van der Merwe and Derek Luke were present to observe. A discussion was held on how to engage with residents more proactively.

SOLICITOR'S REPORT

Fire alarm update – Solicitor Mueller sent a letter to Honeywell requesting reimbursement for expenses incurred to get the fire alarm system functioning. She will keep Council updated.

Parking pads – This will be tabled until President Tassarò is present.

Sidewalks – Mr. Glance requested that Council continue focusing on sidewalks based on community interest. A discussion followed. Solicitor Mueller reported that any changes to the maintenance requirements would need to be made via ordinance. Solicitor Mueller was asked to review the enforceability of the current maintenance requirements.

ENGINEER'S REPORT

Ms. Falk reported that Insight Pipe is scheduled to begin work on the Carnegie regionalization sewer repair on Monday, February 20, 2023.

MAYOR'S REPORT

Mayor Ford gave the police report for January. There were two medical calls, one fire alarm, one traffic call, one theft of a gun from a vehicle, one call for suspicious activity, and one ordinance violation (truck).

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 January meeting. Mr. Green made a motion that council approve the disbursements as presented. Mr. Glance seconded the motion, and it passed unanimously.

Auditor proposal: Ms. Falk reported that Hosack Specht Muetzel & Wood has submitted a proposal to perform the financial audit and prepare the financial reports for FY 2022 for a fee of \$4,900, an increase of \$125 (2.6%) from last year. Mr. Green made a motion that Council accept the proposal from HSMW. Mr. Glance seconded the motion, which passed unanimously.

Health Insurance renewal: Ms. Falk reported that the health insurance renewal for 2023 reflects a very modest premium increase of 3.5%. A discussion followed. Mr. Green made a motion that Council approve the health insurance policy renewal, which was seconded by Mr. Glance. The motion was approved unanimously.

Insurance claim – Ms. Falk reported that the borough building sustained wind damage to its roof last month. A claim was submitted to the insurance company, who provided immediate payment of 7,883.15, with an additional depreciation allowance of up to \$2,762.20 if additional repairs warrant. Four repair estimates have been received, ranging from \$6,675 to \$10,946.88. A discussion followed. Mr. Green made a motion that council accept the proposal from Glenn Sullivan General Contractor in the amount of \$6,675. Mr. Glance seconded the motion, and it was approved unanimously.

COMMITTEE REPORTS

Code management (Green) – There was no activity last month. Council discussed a proposal from General Code to update the borough code at an estimated cost of \$8,000. Council tabled the discussion pending the analysis of the sidewalk ordinance.

Communication/Website (Green) – No report.

Community Center/Facilities (Becker) - Mayor Ford reported that rentals are nearly at capacity. The commission may consider increasing rental rates for next year.

Finance/Grants (Robb) –

Ms. Falk reported that the borough received a grant of \$5,000 from PIRMA to be used towards replacing the pool fence.

Human Resources (Lear) – No report.

Infrastructure (Tassarò) –

Sidewalks – Council discussed the proposals received from Torre Acres (\$20,352.15) and Strnisha (\$9.20/sf, approximately \$11,500) for the construction of approximately 315' of 42" sidewalk on Kings Hwy. Mr. Glance made a motion that Council accept the proposal from Strnisha. Mr. Green seconded the motion, and it passed unanimously.

Storm Sewer Inlet - Council discussed the proposals received from Torre Acres (\$12,480) and Strnisha (\$6,200) for the construction of a storm sewer inlet on Kings Highway. Mr. Glance made a motion that Council accept the proposal from Strnisha in the amount of \$6,200. Mr. Green seconded the motion, and it passed unanimously.

Parks/Recreation (Griffin) –

Pool wall: A discussion was held on the construction of the new retaining wall at the pool. Country Club Gardens will put in the first layer of stone/foundation. Rosslyn Farms public works will continue construction from there.

Tree maintenance: Ms. Griffin received an estimate from Bartlett Tree Service for maintenance of the trees in Parrish Park. A discussion followed. Mr. Glance made a motion that Council accept the proposal from Bartlett in an amount not to exceed \$10,000. Mr. Green seconded the motion, which passed unanimously. The work will be completed by March 30.

Waste/Recycling (Glance) – No report.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Glance reported that he had met with the Carnegie Borough planning commission to discuss the Carnegie Office Park and a possible joint comprehensive plan for the area. There will be an open dialogue going forward.

ADJOURNMENT

Mr. Glance made a motion that council adjourn the meeting at 8:15 PM. Mr. Lear seconded the motion, which carried.