

**ROSSLYN FARMS BOROUGH COUNCIL**  
**Council Work Session**  
**January 29, 2024**

**Meeting time:** The meeting was called to order at 7:05 pm.

**Location:** Rosslyn Farms Community Center

**Attendees:** Council President Dave Robb (2025) was present and chaired the meeting. Council members Jonathan Glance (2025), Chad Green (2027), Eve Jackson (2027), and Jay Lear (2025) were present. Council member Barbara Becker (2025) participated via speakerphone. Also present were Mayor Isabel Ford (2025), Secretary/Treasurer Dorothy Falk, and Solicitor Emily Mueller. Jamie Harshman and Liam Dennis from Harshman LLC were also present.

**Regrets:** Lee Griffin (2025)

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

---

President Robb called the meeting to order. The Pledge of Allegiance was recited.

**PUBLIC FORUM**

*No one was present for the public forum.*

**DISCUSSION OF BOROUGH-LED SIDEWALK REPAIR PROJECT**

Harshman Design Proposal: President Robb introduced Jamie Harshman and Liam Dennis from Harshman LLC. They reported that the previous estimate used a repair requirement for ¼” separation rather than the borough ordinance of ½” separation. After further review, they determined that ½” would work based on the distinction between curved vs. straight edges. This modification changes some of the repair areas from replacement to grind.

A discussion was held on damage from trees. Sidewalks will be turned over to the residents for maintenance once this project is done. Residents will need to decide whether to keep or remove trees on their property going forward.

A discussion was held on corner lots. Solicitor Mueller advised that the borough treat all properties consistently.

This program will be open to all residents with existing sidewalks who are interested in participating. Harshman will put together a bid document for the project that will identify the cost for residents who wish to participate. The project will be run through the borough, with the borough paying the contractor and getting reimbursed by residents. Solicitor Mueller will put together an agreement for residents who wish to participate.

Mr. Glance made a motion to authorize Harshman to put together a bid document that includes spot inspection for a total project cost for Harshman not to exceed \$30k, including the work done to date (approximately \$13k plus the bid proposal amount). The motion was seconded by Mr. Lear and passed unanimously.

Mr. Glance made a motion that Council authorize Solicitor Mueller to put together a resident agreement template for residents who wish to participate in the project. The motion was seconded by Mr. Green and passed unanimously.

Once the resident costs are determined, the borough will coordinate with individual property owners, identifying the specific cost for the repairs to their property, the cost per square foot for any additional work, and a copy of the resident agreement.

### **SCHEFFIELD STORM SEWER PROJECT**

Grant Award: President Robb reported that he and Ms. Falk have signed the grant agreement. We are awaiting receipt of the fully executed agreement before proceeding.

LSSE Design Proposal: A discussion was held regarding the Service Order Authorization for the Scheffield Road Storm Sewer Improvements submitted by LSSE at an estimated cost of \$29,900. Mr. Glance made a motion that Council approve the service order authorization as presented pending receipt of the fully executed grant agreement. The motion was seconded by Ms. Becker, and passed unanimously. Ms. Jackson will be included in discussions regarding this project.

### **ADJOURNMENT**

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