

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
June 12, 2023

Time: The meeting was called to order at 7:01 PM.

Location: Rosslyn Farms Community Center, Calvert Room

Attendees: Council President Steve Tassarò (2023) was present and chaired the meeting. Council members David Robb (2025), Barbara Becker (2025), and Lee Griffin (2025) were also present. Also in attendance were Mayor Isabel Ford (2025) and Solicitor Emily Mueller.

Regrets: Council members Jonathan Glance (2025), Chad Green (2023), and Jay Lear (2023); Secretary/Treasurer Dorothy Falk

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 May 8, 2023 as amended. The motion was seconded by Ms. Griffin and passed unanimously.

PUBLIC FORUM

Resident Derek Luke reintroduced the subject of a potential trail between Rosslyn Farms and Thornburg, originally discussed in 2021 and approved by the Borough of Thornburg. A trail on the Rosslyn Farms end would require access on two privately owned lots. A discussion was held on getting legal access to establish the trail, including easements and eminent domain. Other aspects discussed included liability, statutes regarding recreational trails, and parking. Thornburg Council approval should be reconfirmed since two years have passed since the initial discussion. Mr. Luke requested that Rosslyn Farms Council and the Parks and Recreation Committee consider developing the trail in the future.

Resident Nick van der Merwe urged Council to take action on and create a plan for sidewalks.

SOLICITOR'S REPORT

Sidewalk ordinance - draft: Solicitor Mueller provided an overview of the draft sidewalk ordinance. A discussion followed. Concerns were raised over requirements for permits, engineer drawings, inspections, and an inspection prior to property transfer or sale. Additional questions involved parking, curbs, and construction specifications. Solicitor Mueller requested that Council members contact her directly with comments and questions, which she will aggregate to prepare for further discussion at the July meeting. She was also asked to provide a comparison of the current ordinance to the proposed ordinance.

Settlement Agreement with Honeywell: – Solicitor Mueller reviewed the agreement negotiated with Honeywell and recommended that Council approve it. Mr. Robb made a motion that

Council approve the agreement as presented. Ms. Becker seconded the motion, which passed unanimously.

ENGINEER'S REPORT

Nothing new to report. A discussion was held on closing out the ALCOSAN regionalization project with Carnegie and turning over the sewer lines to ALCOSAN.

MAYOR'S REPORT

Mayor Ford gave the police report. There were two medical assists, one burglary in the industrial park, one tractor trailer incident involving road damage, and three traffic citations on Rosslyn Road.

SECRETARY/TREASURER'S REPORT

Ms. Falk was not in attendance. She provided Council with reports for Deposits, Profit and Loss, and Account Balances.

Disbursements: A discussion was held on the disbursement report. Mr. Robb made a motion that Council approve the disbursements as presented. Ms. Griffin seconded the motion, and it passed unanimously.

MRM Property insurance renewal: A discussion was held on the renewal of the property insurance policy with MRM. Ms. Griffin made a motion that council renew the property insurance with MRM at an annual premium of \$5,197. Mr. Robb seconded the motion, and it passed unanimously.

COMMITTEE REPORTS

Code management (Green) – No report.

Communication/Website (Green) – No report.

Community Facilities (Becker) -

Alarm contact update – President Tassaro is the current contact for the alarm system billing and alerts but will be moving off Council at the end of the year. Ms. Griffin suggested that Brad Gossett be the new contact. She will reach out to him to discuss.

Fire alarm battery replacement proposal – President Tassaro reported that the fire alarm batteries should be replaced every two years. Smith Electric has submitted a proposal to change all of the batteries for \$1,440. Mr. Robb made a motion that Council accept the proposal from Smith Electric. Ms. Becker seconded the motion, and it was unanimously approved. Mr. Robb suggested that Brad Gossett be shown how to change the batteries going forward.

Evergreen Montessori lease amendment: Solicitor Mueller summarized the second amendment to the lease agreement which incorporates additional storage and modified rent to begin in August 2023. A discussion followed. Ms. Becker made a motion to approve the second amendment to the lease agreement as presented. Ms. Griffin seconded the motion, and it passed unanimously.

New license agreement for event rentals: Ms. Becker reviewed an updated rental agreement for the Community Center which prohibits smoking, clarifies the parts of the building being rented, specifies a curfew of 11pm, and prohibits the use of tape on walls. A discussion followed. Ms. Becker made a motion that Council approve the updated Community Center license agreement as presented. Ms. Griffin seconded the motion, and it was unanimously approved.

Finance/Grants (Robb) –

Caliguiri Group update: Mr. Robb reported that The Caliguiri Group will be preparing an application for the DCED Multimodal Transportation Fund grant to help with installing sidewalks within the Borough. Council reviewed a preliminary sidewalk design prepared by LaQuatra Bonci. A discussion followed. Mr. Robb will work with LaQuatra Bonci to get cost estimates for the various sidewalk sections for discussion at the July meeting to determine which sections to include in the grant application.

Human Resources (Lear) – No report.

Infrastructure (Tassaró) – No report.

Parks/Recreation (Griffin) –

Ms. Griffin reported that the pool was running smoothly, and all the new furniture has arrived. She will continue working on getting speakers with pool manager Brad Gossett.

Pool fence project: Mr. Robb made a motion that Council ratify its decision to accept the proposal from Pittsburgh Fence to install the new pool fence in the amount of \$15,344. The motion was seconded by Ms. Griffin and passed unanimously.

A discussion was held regarding the need for a new pool cover. Mr. Robb and Ms. Griffin will follow up to get pricing.

Comistak Linepainting proposal: Council reviewed the proposal from Comistak Linepainting to seal and paint the basketball court and lay out and paint the pickleball court. A discussion followed. Mr. Robb made a motion that Council accept the proposal from Comistak Linepainting in the amount of \$3,300. The motion was seconded by Barb Becker and passed unanimously.

Waste/Recycling (Glance) – No report.

OLD BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

Ms. Griffin made a motion that council adjourn the meeting at 9:24 PM. Ms. Becker seconded the motion, which carried.