

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
March 13, 2023

Time: The meeting was called to order at 7:05 PM.

Location: Rosslyn Farms Community Center, Calvert Room

Attendees: Council member David Robb (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 Tassaro (2023), council members Barbara Becker (2025) and 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

Mr. Green made a motion to accept the minutes from February 13, 2023 as presented. The motion was seconded by Mr. Lear and passed unanimously.

PUBLIC FORUM

Residents Derek Luke and Nick vanderMerwe were present to observe.

Residents Ken Fisher, Dan Harkins, and Jamie Harvey asked Council to address traffic concerns including speeding and cars not stopping at stop signs. A discussion was held regarding the speed hump to be installed on Rosslyn Road. Mayor Ford will talk to Scott Twp. Police about adding additional patrols.

Resident Penny Jones asked Council to address pedestrian and playground safety. Council indicated that sidewalk maintenance and playground equipment are issues currently under discussion.

SOLICITOR'S REPORT

Report on sidewalk regulations – Solicitor Mueller has reviewed the existing regulations and made recommendation to clarify the existing responsibilities of the homeowner and the borough and make the ordinances easier to understand. A discussion followed.

Fire alarm – Solicitor Mueller reported that she is awaiting a response from Honeywell to her letter.

ENGINEER'S REPORT

No report.

MAYOR'S REPORT

Mayor Ford gave the police report for February. There were two alarms, one medical call, one outdoor burning complaint, and one motor vehicle accident.

Mayor Ford will be attending a meeting later this month with PennDOT regarding an airport corridor feasibility study.

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

Authorization to sign Duquesne Light pole replacement requests: A discussion was held regarding pole replacement requests from Duquesne Light. Mr. Glance made a motion that Ms. Falk be authorized to sign the paperwork on behalf of the borough. The motion was seconded by Mr. Green and passed by a vote of 3-0, with Mr. Robb abstaining.

COMMITTEE REPORTS

Code management (Green) – There was no activity since last month. The General Code update will be postponed until the sidewalk ordinance has been updated.

Communication/Website (Green) – Mr. Green reported that the website has been updated with new forms.

Community Center/Facilities (Becker) -

McKamish renewal: A discussion was held on the renewal of the boiler maintenance program from McKamish. Mr. Glance made a motion that Council approve the annual renewal in the amount of \$1,770. Mr. Lear seconded the motion, which passed unanimously.

Finance/Grants (Robb) –

Funding and grant strategy: Mr. Robb summarized a draft of a grant/financing strategy. A discussion was held on grant opportunities for projects the borough is currently developing, including identifying sources of grant funding, potential sources of matching funds, and timing grant applications for maximum impact. Council agreed to consider working with a grantwriter to assist in this process.

Sidewalks: A general approach was discussed. Council was in general agreement that:

- The objective is a paved sidewalk connection between Parrish Park, the ball fields, and the high school, with specific routing to be determined.
- Repairs and maintenance of existing sidewalks remain the responsibility of the property owner. The borough will consider sharing up to 50% of repair costs for five corner properties with double sidewalk exposure.
- Costs of new sidewalks installed to meet the objective will be borne by the borough or grant funding with future maintenance and repairs to be the responsibility of the property owner.
- Missing sections of sidewalk that fall within the sidewalk plan objective will be treated as new sidewalks.

Mr. Glance made a motion to authorize the borough engineer to do a survey of rights of way on Rosslyn Road. Mr. Green seconded the motion, which passed unanimously.

Mr. Glance will ask LaQuatra Bonci to put together a proposal for developing a sidewalk plan.

A discussion was held on drafting a letter to residents to convey the park and sidewalk plans. This will be discussed further at the April meeting.

A discussion was held on providing residents with a list of trees preferable for planting near paved areas.

Use of COVID-19 ARPA grant: Ms. Falk reported that she will be submitting the required annual report for use of the ARPA grant funds (\$44,100.06). Mr. Glance made a motion that Council approve their use for payments to LaQuatra Bonci for development of the borough recreation plan and for the costs of the new pool wall and deck expansion. The motion was seconded by Mr. Green and passed unanimously.

Human Resources (Lear) – Mr. Lear reported that the hiring of lifeguards will be starting soon. The pool committee will be meeting this week and new lifeguard wages will be discussed. Ms. Falk will provide Mr. Lear with the annual public works compensation summary.

Infrastructure (Tassarò) – No report.

Parks/Recreation (Griffin) –

Tennis court screens: Mayor Ford reported that new tennis court screens are needed. She has one estimate of \$1,200 to replace them. She is looking for a screen with a more air porous mesh. Mr. Glance made a motion that Council authorize the purchase of new screens in an amount no to exceed \$1,500. The motion was seconded by Mr. Green, and it passed unanimously.

A discussion was held on additional tree pruning. Mr. Glance will follow up with Ms. Griffin.

Waste/Recycling (Glance) – Residents have reported conflicting messages from Waste Management about recycling glass. Ms. Falk will follow up.

OLD BUSINESS

None.

NEW BUSINESS

Ms. Ford reported that Redd Up Day is approaching.

A discussion was held on the increased deer presence. Some residents have asked Council to consider deer culling. This will be discussed at the April meeting.

ADJOURNMENT

Mr. Glance made a motion that Council adjourn the meeting at 9:40 PM. Mr. Green seconded the motion, which carried.