

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
November 8, 2021

Time: The meeting was called to order at 7:00 PM by President Steve Tassarò (2023)

Location: Rosslyn Farms Community Center

Attendees: Council members Barbara Becker (2021), Jonathan Glance (2021), Lee Griffin (2021), Jay Lear (2023), and David Robb (2021) were present. Also present were Secretary/Treasurer Dorothy Falk, Mayor Jim Stover (2021), and Solicitor Weston Pesillo (for Daniel Conlon).

Regrets: Council member Chad Green (2023)

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 October 11, 2021 as amended. The motion was seconded by Mr. Robb and passed unanimously.

PUBLIC FORUM

Resident Derek Luke was present to observe.

SOLICITOR'S REPORT

Police contract renewal – Solicitor Pesillo reported on behalf of Daniel Conlon that they are working on the draft of the renewal contract, which will have a four-year term and a 3% cost increase, with other terms remaining the same.

ENGINEER'S REPORT

No report. The engineer will be asked to attend a future meeting to update council on the requirements for the phase 2 consent order.

MAYOR'S REPORT

Mayor Stover gave the police report. There were fire alarm calls in the community center, an accident involving a parked car, and a resident welfare check.

Mr. Robb reported that there was a camera taped to the stop sign at Winthrop. A discussion followed. Mayor Stover will let the Scott police know so they can remove it.

Police Contract renewal: Mayor Stover will ask the police chief to attend the December meeting to answer any questions regarding the renewal of the police contract.

Additional patrols: Mayor Stover reported that it was difficult to find officers willing to work two hours of overtime in conjunction with their full shifts. If Rosslyn Farms wants additional

patrols, it will need to be in four-hour increments on officers' days off. Council agreed to the four-hour shifts.

2022 meeting schedule: A discussion was held regarding the reorganization meeting which is normally scheduled on the first Monday in January. Due to difficulty in scheduling a magistrate to swear in the new mayor, the borough secretary's inability to attend, and uncertainty of having a quorum, council will hold the meeting on the second Monday in January. Mr. Glance made a motion to authorize Ms. Falk to advertise the meeting schedule for 2022 as every Monday, with the regular monthly meeting to be held on the second Monday and other meetings held only if necessary. Ms. Becker seconded the motion, which passed unanimously.

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 October 11 meeting. A discussion followed. Mr. Robb made a motion that council approve the disbursements as presented. Ms. Becker seconded the motion, and it passed unanimously.

Chartiers Valley Flood Control Authority – Ms. Falk reported that the representatives to the CVFCA are Fred Bigham and Kathy Green, who were appointed in January 2020. She will submit the requested paperwork.

2022 Draft budget - Ms. Falk distributed a draft budget for 2022. A discussion followed. A revised draft incorporating the suggested changes will be distributed for further discussion at the December meeting. Mr. Glance made a motion to authorize Ms. Falk to advertise the proposed budget for adoption at the December meeting. The motion was seconded by Ms. Griffin and unanimously approved.

COMMITTEE REPORTS

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

A discussion was held on building permits and code enforcement. Mayor Stover asked Solicitor Pesillo whether building permits need to be visible from the road. Solicitor Conlon will be asked to look into it. Mr. Glance will contact Harshman to get an idea of how the code enforcement process works.

Communication/Website (Green) – Ms. Falk reported that Holt Web Design has indicated that it will be able to upload the monthly council meeting agenda to the website in time to meet the new Sunshine Law requirements of posting the agenda at least 24 hours prior to the meeting.

Community Facilities (Becker)

Ms. Becker recommended that we provide laminated instruction sheets for people who rent the community center in the event of a problem in the building.

President Tassarò reported that

- the electric panels in the service room need to be replaced. He will work with the engineer and the electrician on the replacement.
- The fire alarm system is working but there continue to be software issues to work out.
- The boiler required emergency repairs due to steam overflows triggering fire alarm events. Inspection revealed faulty steam traps, corroded pipes, and a defective control board. McKamish is working on a T&M basis to get the boiler back up and running. President Tassarò will look into annual service agreements for the boiler to help prevent future issues.
- The fire alarm call revealed that locked doors would prevent the Crafton Fire Department from easy access to the building in the event of an actual emergency. They recommended installing a Knox Box to provide access to a key. Mr. Glance made a motion authorizing President Tassarò to apply the Knox Box and for Ms. Falk to write a check in an amount not to exceed \$1,000 for the Knox Box. The motion was seconded by Ms. Backer and passed unanimously.
- President Tassarò recommended that the hall doors in the community center be rekeyed to allow the fire department easier access in the even of an emergency. Mr. Glance made a motion authorizing President Tassarò to find a locksmith to rekey the doors and replace the hardware. The motion was seconded by Ms. Griffin and passed unanimously.

Finance/Grants (Robb) – No report.

Human Resources (Lear) – No report.

Infrastructure (Tassarò) – No report.

Parks/Recreation (Griffin) – No report.

Waste/Recycling (Glance) – No report.

OLD BUSINESS

Edgecliff Trail update – At the preconstruction meeting, it appeared that additional areas between the two walls were moving. Mr. Robb made a motion to approve a change order for an additional wall including potential grading in an amount not to exceed \$15,000. Mr. Glance seconded the motion which was unanimously approved.

Edgecliff fence update – A down payment has been sent to order the materials. November 29 is the projected start date.

Kings Highway Trail and Master Plan- A discussion was held about creating a trail along Kings Highway. Council expressed interest in putting together a subcommittee within the parks committee and get community buy in prior to any work beginning. Mr. Glance will reach out to LaQuatra Bonci to request that they put together a presentation of the master plan to the community and incorporate the Kings Highway trail. Ms. Griffin will coordinate a community event for the presentation tentatively for the week of 12/13/2021.

NEW BUSINESS

None.

ADJOURNMENT

Ms. Becker made a motion that council adjourn the meeting at 9:18 PM. Mr. Glance seconded the motion, which carried.