

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
October 9, 2023

Time: The meeting was called to order at 7:00 PM.

Location: Rosslyn Farms Community Center, Calvert Room

Attendees: Council Vice President David Robb (2025) was present and chaired the meeting. Council members Barbara Becker (2025), Jonathan Glance (2025), Chad Green (2023), Lee Griffin (2025), and Jay Lear (2023) were present. Mayor Isabel Ford (2025), Secretary/ Treasurer Dorothy Falk, and Solicitor Emily Mueller from GRB were also present.

Regrets: Council President Steve Tassarò (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 September 11, 2023 as presented. The motion was seconded by Mr. Lear and passed unanimously.

PUBLIC FORUM

Vice President Robb opened the floor to those wishing to speak.

Jesse and Nyra Schell reported that their septic holding tank has been approved and installed. It is a temporary solution until they can connect to the sanitary system.

Nancy Barsotti asked about ordinances prohibiting parking commercial vehicles on the street. Mr. Green will look into it.

THE DESIGN ALLIANCE ARCHITECTS BRIEFING ON THE COMMUNITY CENTER STUDY

Marty Powell from The Design Alliance Architects presented concept diagrams for a renovation of the three levels in the Community Center. A discussion followed, including accessible entrances, the number and location of egresses, the proportion of the budget allocated to accessibility, ceiling height, and occupancy levels.

Council discussed the value of improving underutilized areas and phasing in potential improvements that might allow Evergreen Montessori to expand in the short term and benefit the Rosslyn Farms community in the long term. The next step will be to get cost estimates and identify base building versus tenant related improvements.

SOLICITOR'S REPORT

Draft Sidewalk Ordinance: Solicitor Mueller reported that the sidewalk ordinance has been advertised and is ready for Council consideration. Ms. Becker made a motion that Council adopt the Sidewalk Ordinance as presented, which was seconded by Mr. Lear. A discussion followed. The motion passed unanimously.

Evergreen Lease Amendment for Storage Resolution: Solicitor Emily Mueller reported that the Second Amendment to the Lease with Evergreen Montessori that Council approved by motion in June needed to be authorized by resolution. Mr. Glance made a motion that Council pass a resolution authorizing the approval of the lease, which was seconded by Ms. Griffin. The motion passed unanimously.

Sidewalk/Storm inlet: A discussion was held on the status of the sidewalk and storm inlet projects on Kings Highway which was awarded to Strnisha at the February 13, 2023 meeting. The project has not begun and the contractors have not been responding in a timely fashion. Ms. Falk will continue to reach out. This item will be discussed again in November.

ENGINEER'S REPORT

No report.

MAYOR'S REPORT

Mayor Ford gave the police report for September. There was one alarm call at the Community Center (false) and two domestic disturbances.

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 September meeting. She requested that Council approve the disbursements with the following changes: reduce the payment to Sky Oxygen to \$115.54 due to issuance of a credit memo for \$58.03 and reduce the refund check to Sierra Morrison to \$400 after correcting her rental fee payment to \$300. Mr. Glance made a motion that Council approve the disbursements as amended. Ms. Griffin seconded the motion, and it passed unanimously.

COMMITTEE REPORTS

Code management (Green) – Mr. Green reported that one building permit (fire restoration) and a couple of zoning permits had been issued. There was one code enforcement issue

Communication/Website (Green) – No report.

Community Center/Facilities (Becker) -

Ms. Becker reported that there were issues involved in turning the boiler on and recommended that Council get bids for a new boiler.

Finance/Grants (Robb) –

Caliguiri Group update/Grants: The written monthly update was distributed.

Mr. Robb spoke with David Caliguiri today about the LSA application. Part of their work is getting support for our grant applications from local legislators to support our applications. PA State Representative Dan Deasy has visited the borough earlier this year. They have scheduled a tour of the Borough for PA Senator Robinson on October 31. Their focus for next 45 days is the PennDOT Multimodal Transportation Fund grant application.

2024 Budget: Ms. Falk presented a draft 2024 budget prepared by the Budget Committee. A discussion followed. The agreed upon changes will be incorporated into a new draft to be discussed further at the November meeting.

Human Resources (Lear) – No report.

Infrastructure (Tassarò) –

Sanitary sewer expansion: Mr. Robb, Mr. Glance, and representatives from LSSE met with Club Road residents on September 19 to discuss interest in connecting to the public sanitary sewer system. Additional information and costs were requested. Three options have been developed, two of which involve gravity systems, which would require mandatory connection for all residents. The third option involves a force main, which does not require all residents to tap in. A discussion followed. Grant opportunities were discussed. Mr. Glance and Mr. Robb will share the options and cost estimates with interested residents and get feedback for discussion at the November meeting.

A discussion was held regarding the possibility that the Schells could connect to the sewer earlier. LSSE will be consulted.

Sidewalk repair project: Mr. Robb will coordinate with Harshman to review the condition of existing sidewalks. He will also coordinate preparation of cooperative agreement forms with Solicitor Mueller. A bid package will need to be prepared.

Parks/Recreation (Griffin) – Ms. Griffin reported that Archangel Gabriel School, who is using the soccer field, has requested to install a porta-potty. A discussion followed. Council denied the request.

Waste/Recycling (Glance) – No report.

OLD BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

Mr. Glance made a motion that council adjourn the meeting at 9:26 PM. Ms. Griffin seconded the motion, which carried.

Council went into Executive Session immediately following the meeting to discuss lease negotiations.