

Borough of Rosslyn Farms

December 10, 2018

Regular Council Meeting

Attendance: Jonathan Glance (Vice President), Jim Stover (Mayor, non-voting), Nate Prepelka, Lee Griffin, Kate Dewey, Daniel Conlon (Solicitor, non-voting), Steve Tassaro (President), Giuseppe Ragozzino, Carolyn Bucci (Secretary-Treasurer, non-voting)

Regrets: Tina Stacy

The regular meeting of Council was called to order by President Steve Tassaro on December 10, 2018 at 7:00 p.m. at the Rosslyn Farms Community Center. Members of council, as well as non-voting members, were present.

Recognition of Sam Maccarone: Sam was Secretary Treasurer of the Borough for 34 years (1984). President Tassaro noted that he and Sam worked together on various councils for over 16 years. President Tassaro went on to thank Sam for his service and to present Sam with a certificate, noting that a tree had been planted within the community center grounds and a plaque ordered to honor Sam's efforts. Council then adjourned for 15 minutes to celebrate with Sam, residents in attendance as well as non-residents that came to thank Sam.

Approval of the minutes: A motion was made by Council Person Ragozzino to approve the minutes from the November 12, 2018 meeting, 2nd by Council Person Griffin, all were in favor.

Approval of Bills: A motion was made by Council Person Ragozzino to approve the unpaid bills, Electronic Fund Transfers, the final Mele invoice of \$3,938.04 and the Spar cleaning invoice of \$200 for cleaning of the community Center. In addition, motion included refunding Mayor Stover \$575 for 23 Scott Township Police Department Christmas Gifts of \$25 each. Motion 2nd by Council Person Dewey, all were in favor.

Financial Report: The financial report was broadly reviewed by Secretary Treasurer Bucci. It was noted that our expenditures were much higher last month due to the payment of the 2018 road project. Mayor Stover asked how much the road project cost, President Tassaro said approximately \$389,000 and Secretary Treasurer Bucci said our disbursements for the month totaled \$442,562.67.

Opportunity for Citizens to Speak: Rosslyn Farms Resident and Community Center Commission member Andrea Harkins addressed council noting that the current commission president would be leaving (moving) soon and she was there to motion council to replace Sylvia Bergstedt with Penny Jones. Council Person Dewey made the motion, Vice President Glance 2nd, all were in favor.

Solicitor Report: Solicitor Conlon said that he was recommending that the Borough adopt 2 Ordinances.

1. Ord 399 Storm Water management ordinance, motion made by Council Person Dewey, 2nd by Vice President Glance, all were in favor
2. Ord 400 for a 2019 8 mill tax rate which is the same rate as 2018. The motion was made by Vice President Glance, 2nd by council Person Dewey, all were in favor.

Solicitor Conlon spoke of a request an environmental group for Rosslyn Farms to vacate a consent decree from a lawsuit filed and won several years ago. The lawsuit focused on Chartiers Creek and involved several neighboring municipalities of which Rosslyn Farms was one. The suit cited that these municipalities were contaminating the creek. Since then this environmental group filed and won a similar suit and because of this wants us to vacate the old consent decree. Motion made by Vice President Glance, 2nd by Council Person Dewey, all were in favor

Solicitor Conlon and President Tassarò discussed Rosslyn Farms Ordinances and their associated format/publication. Solicitor Conlon said each Ordinance must be signed by the President and Mayor after the ordinance is adopted. However, it is standard practice to send codes to a general code publisher who takes the ordinances and codifies them. For Rosslyn Farms, the last time an ordinance was sent to the publisher was December 30, 2014. Recently the publisher sent us notice that they had not received updates since 2014 with the notice was an estimate not to exceed \$2,870 to bring Ordinance Codifications up to date. President Tassarò noted to council that if we approve this estimate as of December 10th, we will get a 10% discount. A motion to proceed to codify was made by Vice President Glance (motion to include codification up through Ordinance 400), Council Person Griffin 2nd, all were in favor.

The Solicitor noted that the Budget was advertised 10 days prior to council acting and was available for inspection for 10 days, therefore it is ready for council to act upon.

Solicitor Conlon drew up a draft resolution for the pool to community center resolution he recently did. The Solicitor asked who would be appointed signer for pool rentals. Council Person Griffin volunteered. A motion was made by Vice President Glance, 2nd by Council Person Ragazzino, all were in favor.

Council Person Griffin asked if she should work with the Solicitor for similar lease agreements for the Tennis Courts and Soccer Fields. Council agreed with Council Person Griffin. The Solicitor and Council Person Griffin will report back to council on the topic.

Advertising – President Tassarò noted that the borough advertised multiple items this month. Among them, the 2019 Budget, the 2019 millage, and 2 ads to publish the 3 Winthrop Road Zoning Hearing held on December 5, 2018.

President Tassarò noted that he will be out of town for the Jan 2019 and Feb 2019 meetings. Discussion around who can attend these dates will follow at some point.

Zoning Hearing Board: Meeting was held December 5, 2018 and Zoning Hearing Board (ZHB) has a 30-day weight period, but initial thoughts/discussion was positive for the variance.

Mayor Report: The Mayor noted it was a quiet month with only a few sick racoon complaints which the Scott Police handled.

Secretary Report: Secretary Treasurer Bucci had nothing to report.

President Tassarò then recommended we approve the 2019 Budget as distributed. Vice President Glance moved, Council Person Griffin 2nd, all were in favor.

As part of the Budget discussion Council Person Dewey brought up the idea of creating a Master Plan/Priorities for the Borough to focus energy and financial commitment. Council Person Griffin, Vice President Glance and Council Person Dewey will work together to present ideas to council.

Reports of Borough Council Committees

Parks and Recreation: Council Person Prepelka brought up the shape of the soccer field and suggested we consider charging a fee and upgrading the facility since it is in poor shape. Council Person Griffin will investigate it.

President Tassaro brought council up to date on a recent pool repair to fix the drain. Because of a poor drain all the water had drained out of the pool which is not good for the pool walls during the winter months. The drain has now been repaired with the old metal drain being replaced with a new plastic one.

Council Person Griffin reported that the Blue Spruce outside the community center has a fungus and needs to be cut down. Council agreed, no cost was discussed.

Road and Sewer: President Tassaro informed council that Bob Nixon, who lives at 420 Kings Highway, has been providing him with info on when trucks drive through the neighborhood and it is primarily between the house of mid-night and 4 am. President Tassaro shared this info with Scott Police.

President Tassaro is working with Charlie to get the dirt on the sides of the road flatten out which did happen at the end of the road project but seems to have been disturbed in numerous places.

Engineer Monthly Report: No update provided this month.

Community Center: No update provided, but President Tassaro discussed the new roof repair that is in the 2019 budget. He asked Vice President Glance about a potential roof consultant to write a spec. Vice President Glance said he knew someone (Rich Florida). Council Person Dewey made a motion in favor of a scope, Vice President Glance 2nd, all were in favor.

Website: Council Person Ragazzino noted that he feels it is time to move forward with a collection process on the website for emails and notice since no database of email addresses officially exists for the borough.

Personnel Committee: President Tassaro noted that the Employee Handbook was last distributed in 2011 and is out dated. He also noted adoption of the handbook was an adopted ordinance. President Tassaro suggest council should investigate it and potential update it. Council Person Griffin offered to take a first pass. President Tassaro agreed to work on it with Council Person Griffin.

Business Before Council:

1. President Tassaro got a call requesting the Borough's Fee Schedule. After researching it, President Tassaro discovered we do not have a fee schedule, so he asked council to contemplate if one was needed. To be discussed at a future meeting.
2. President Tassaro also noted that Rosslyn Farms adopted the UCC Ord in 2004; a code written by the state to get code and code enforcement on the same page with other

boroughs/municipalities. President Tassarò also asked if the Borough might need a design guideline as well. Vice President Glance took this away to ponder and present potential thoughts at a future meeting.

3. Speed Monitoring device – No update

Meeting moved into an Executive Session to discuss employee compensation.

Meeting was re-established, and a motion was made to increase wages by 4% effective first pay in Jan 2019. Also, to provide the following bonus structure. Charlie \$300, Brad \$200, Bob \$100. Motion Council Person Prepelka, 2nd Vice President Glance, all in favor.

Motion to adjourn the meeting made by Council Person Prepelka, 2nd Vice President Glance, all in favor.

Submitted By:

Carolyn Bucci, Secretary-Treasurer

Steve Tassarò, President

