

**ROSSLYN FARMS BOROUGH COUNCIL**  
**Regular Council Meeting**  
**May 13, 2019**

**Meeting time:** The meeting was called to order at 7:00 pm.

**Location:** Rosslyn Farms Community Center

**Attendees:** President Steve Tassarò was present. Council members Barbara Becker, Jonathan Glance, Chad Green, and Nate Prepelka were present. Also present were Mayor Jim Stover, Secretary-Treasurer Dorothy Falk, and Solicitor Daniel Conlon.

**Regrets:** Lee Griffin, Tina Bucci Stacy

**Meeting Materials:** Sign-in sheet and agenda were provided to those in attendance

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**The Pledge of Allegiance was recited.**

**APPROVAL OF PRIOR MEETING MINUTES**

Mr. Prepelka made a motion to accept the minutes from April 8, 2019 as amended. The motion was seconded by Mr. Greene and passed unanimously.

**PUBLIC FORUM**

President Tassarò invited citizens to speak.

Resident Bob Nixon reported that a group of residents met last week to discuss the truck issue, which they feel is getting worse. They offered to be an ad hoc group serving at council's direction.

Truck traffic update: Mayor Stover reported that he reached someone from Amazon in Detroit after multiple attempts. She will remind all independent truckers that they need to observe local and state ordinances and will specifically mention Rosslyn Farms. If there are any issues, she indicated that we should forward the truck's DOT number to her, and she will contact the supplier. Additional truck signs were discussed.

**SOLICITOR'S REPORT:**

Employee manual ordinance: Solicitor Conlon presented the draft ordinance allowing council to amend the Personnel Policy Manual via resolution. A discussion followed. Mr. Glance made a motion that council adopt the ordinance as presented. The motion was seconded by Ms. Becker, and it passed unanimously. The Personnel Policy Manual will be finalized shortly.

Proposed ordinance modifications:

*UCC Accessory Structure:* Solicitor Conlon presented a draft of an ordinance that will require permits for accessory structures in excess of 200 square feet. It needs to be sent to the Pennsylvania Department of Labor & Industry for review prior to adoption. Mr. Glance made a motion that the borough submit the draft ordinance for review, which was seconded by Ms. Becker and passed unanimously. After review, council will need to advertise and hold a hearing prior to adoption.

*Brush, Grass and Weeds:* A discussion was held on a draft ordinance regarding weed and plant growth. Questions were raised regarding woodland or steeply sloped properties not visible from rights of way. Solicitor Conlon will incorporate the comments into a revised draft for discussion at the June meeting.

*Abandoned and junk vehicles:* A discussion was held on a draft ordinance that would prohibit the storage of abandoned or junk vehicles. Mr. Glance made a motion that Council authorize Ms. Falk to advertise the ordinance for adoption at the June meeting. Mr. Green seconded the motion, which passed unanimously

*Zoning – Fences and RVs:* A discussion was held regarding a draft ordinance that would strengthen the definition of recreational vehicles and trailers and introduce new regulations for fences. This zoning ordinance will require a public hearing that needs to be advertised twice. It also needs to be reviewed by the county (Kay Pierce at ACED) and by the borough Planning Commission. Mr. Glance made a motion that council send the draft ordinance as amended to the county and the borough planning commission and authorize Ms. Falk to advertise the hearing for July 8 at 7:00PM, with the regular monthly meeting immediately following. The motion was seconded by Ms. Becker and passed unanimously, with Mr. Green abstaining.

#### **ENGINEER'S REPORT:**

Solicitor Conlon updated council on the status of the ACA contract. Field work will be completed during the week of May 20.

#### **MAYOR'S REPORT:**

Mayor Stover presented the police report from April. There was one burglary, one motor vehicle accident, one HIPPA incident, one suspicious vehicle, one theft incident and three truck citations issued.

#### **TREASURER'S REPORT**

Disbursements: Ms. Falk presented council with a list of disbursements for bills received since the April meeting. A discussion followed. Mr. Glance made a motion that council approve the disbursements as presented and also add the roof repair and window cleaning payments. Mr. Green seconded the motion, and it passed unanimously, with Ms. Becker abstaining.

Ms. Falk presented council with reports for Deposits, Profit and Loss, and a Balance Sheet. She continues to work on recategorization of previous entries.

#### **COMMITTEE REPORTS:**

Public Works/Sewers – President Tassarò reported that ball field storm sewer repairs have begun.

#### Community Center

*Bell tower and chimney pointing projects:* President Tassarò reported that these have been completed.

*Roof project:* The roof bid proposals were presented and discussed. Mr. Glance made a motion that council award the project to the low bidder Ramp Construction accepting the Base bid and

adding Alternate 2 (Gutter Guards) and Alternate 3 (EPDM Upper Roof) in the amount of \$49,250 with a mandatory onsite meeting to occur before the project begins. Mr. Green seconded the motion. The vote was four in favor with one opposed (Mr. Prepelka). Further discussion occurred. Mr. Glance made a motion to reconsider and award the project to the low bidder Ramp Construction accepting the Base Bid and adding only Alternate 3 (EPDM Upper Roof) in the amount of \$46,150 with a mandatory onsite meeting before the project begins. Mr. Green seconded the motion, which passed unanimously.

*Community Club commission:* Ms. Becker reported that the commission met last week. She and Ms. Falk will meet to discuss.

### Parks and Recreation

*Ballfield* - President Tassaro reported that the aeration, fertilization, and seeding of the ballfield has been completed. A second application is recommended, costing approximately \$800. Mr. Glance made a motion that council authorize the second treatment, which was seconded by Mr. Prepelka and passed unanimously.

*Tennis Courts:* The shed repairs are complete. Mr. Glance will talk to the contractor about touching up the paint.

*Swimming Pool* – Council reviewed the pool report submitted by Ms. Griffin. Mr. Glance made a motion that Council hire the eight lifeguards already interviewed and allow for two additional guards as needed for scheduling purposes; approve the new lifeguard pay scale as submitted; pay the 2018 lifeguard bonuses which were earned but not paid; authorize 2019 end of season bonuses as determined by the pool manager; approve the purchase of \$700 of pool toys and supplies; and continue with the Aqua Zumba classes. Mr. Prepelka seconded the motion which passed unanimously.

### **OLD BUSINESS:**

None.

### **NEW BUSINESS:**

Dumping yard waste: A reminder to residents of proper yard waste disposal will go out in the Last Word.

**Council went into executive session at 9:25 pm to discuss personnel issues. Council came out of executive session at 9:59 pm.**

### **ADJOURNMENT:**

Mr. Prepelka made a motion that council adjourn the meeting at 10:00 pm. Ms. Becker seconded the motion, which passed unanimously.