

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
April 13, 2020

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

Location: Rosslyn Farms Community Center

Attendees: President Steve Tassarò (2023) was present. Council members Jonathan Glance (2021), Chad Green (2023), Jay Lear (2023), and Dave Robb (2021) were present. Also present was Mayor Jim Stover (2021). Attending remotely (via Zoom) were council members Barbara Becker (2021) and Lee Griffin (2021). Also attending remotely (via Zoom) were Secretary/Treasurer Dorothy Falk and Solicitor Daniel Conlon from Tucker Arensberg.

Regrets: None

Meeting 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. Lear made a motion to accept the minutes from March 9, 2020 as presented. The motion was seconded by Mr. Glance and passed unanimously.

ANGORA UPDATE – Jamie Harshman and Joe Young from Harshman Engineering were present to discuss the slide on Angora. After inspecting the site and reviewing previous engineering work, they propose a permanent fix of reducing the road to one lane and stabilizing the ground with a block wall, provided that stable ground is found that would allow for a minimum road width of 12 feet, at an estimated cost of the \$39,000. A discussion followed. Public works will dig a hole to allow Harshman to see if the land is stable enough to provide for a minimum road width of 12 feet. Prompt action is recommended as the road condition continues to deteriorate.

PUBLIC FORUM – Resident Marty O’Toole asked if the public works crew would look into improving the drainage in the park by bocce courts. He also requested authorization to investigate installing regulation horseshoe pits between the bocce court and the drain. The project would cost about \$1,000 and be funded and organized by the community. A discussion followed. Mr. Glance made a motion that council authorize Mr. O’Toole to initiate such an effort, including addressing safety concerns that were raised. The motion was seconded by Ms. Griffin and passed unanimously.

SOLICITOR’S REPORT

In response to a request by President Tassarò, Solicitor Conlon described two resolutions that council would need to approve in order to properly dispose of old borough records.

Municipal Records Act: Mr. Robb made a motion that council resolve to follow the schedule and procedures of the Municipal Records Manual as adopted by the Local Government Records Committee in 2008. Mr. Lear seconded the motion, which passed unanimously.

Disposal of Records: Mr. Robb made a motion that council resolve to dispose of bank statements, invoices, and checks prior to 2011. Mr. Lear seconded the motion, which passed unanimously.

Dumping: Mr. Glance raised the issue of residents dumping yard waste on borough property. A discussion followed. Solicitor Conlon was asked to look into borough ordinances and enforcement options. Ms. Griffin will coordinate the distribution of a yard waste guideline memo to all residents.

ENGINEER'S REPORT

No report.

MAYOR'S REPORT

Mayor Stover gave the police report for March. There was one animal call and one motor vehicle accident on Rosslyn Rd that damaged a tree. Bartlett Tree Service provided a proposal in the amount of \$1,080 to address the damage to the tree. The borough submitted a claim for that amount to the insurance company of the driver, and it was paid in full. Ms. Griffin made a motion that council authorize Bartlett to do the proposed tree work, Ms. Becker seconded the motion, and it was approved unanimously.

Mayor Stover indicated that information on CoVid-19 was available for anyone interested.

SECRETARY/TREASURER'S REPORT

Disbursements - Ms. Falk presented council with a list of disbursements for bills received since the March meeting. Ms. Griffin made a motion that council approve the disbursements, which was seconded by Mr. Robb. A discussion followed. The motion passed unanimously.

Ms. Falk presented council with reports for Deposits, Profit and Loss, and Account Balances.

Salt: Ms. Falk informed council that the borough has not fulfilled its 80% minimum purchase of salt under the current contract due to the unseasonably warm winter. Cargill is putting together a storage option or time extension to allow the borough to take delivery of the minimum amount required by December 31 instead of June 30. More information will follow shortly.

A discussion was held regarding renewing the road salt contract with Cargill for 2020-2021. Cargill is forgoing the CPI price increase allowed by the current contract and reducing its price 3% to \$79.30 per ton. Mr. Glance made a motion that the borough exercise the first year option to renew, which was seconded by Ms. Becker. The motion passed unanimously. The amount contracted for next year will be adjusted by the remainder to purchase under the current contract.

COMMITTEE REPORTS

Code management (Green) –

- Ms. Falk presented council with the proposal from General Code to update the current code, with a price estimate ranging from \$4,960 to \$6,450. A discussion followed. Council declined to update the codebook at this time.
- President Tassarò received a complaint from a resident about uncontrolled dogs in the soccer field. A discussion followed.

Communication (Green) – Mr. Green indicated that the new borough forms have been posted to the website. Resident reminders about yard waste and dogs can be added.

Community Facilities (Becker)

- *Community Center Commission* –Ms. Becker reported that all party rentals for the center have been cancelled through April due to the CoVid-19 situation. The situation is ongoing. Solicitor Conlon will keep council updated as guidelines and legal requirements move forward.
- Betsy Tassarò will meet with SSA to discuss fire monitoring.

Finance (Robb)

- Mr. Robb summarized the P&L and balance sheet.
- He is looking onto possible grant opportunities for the Edgecliff trail.
- Estimates were obtained from First Commonwealth for loans for the Angora work if necessary. Rates range from 3.25 to 3.75% for up to five years for up to \$300,000.

Human Resources (Lear)

- Seasonal public works employee - Mr. Lear summarized discussions with Charlie Smith regarding seasonal hiring. Mr. Glance made a motion to approve hiring William McNamara as a seasonal employee (May through October) at a rate of \$15/hour, which was seconded by Mr. Robb. A discussion followed. Mr. Robb amended the motion to approve getting the employment clearances without approving the hiring. The motion was tabled to next month.
- Lifeguards – Many of the lifeguards from last year have indicated interest in returning, with other potential guards identified. Interviews will be conducted with the intent to open the pool at some level this season.

Infrastructure (Tassarò) – No report.

Parks/Recreation (Griffin) –

- Ms. Griffin reported that the Carlynton School district use of the fields and courts has been cancelled due to the CoVid situation.
- The Bartlett tree work previously approved has been completed. The next phase will be postponed due to the CoVid situation. President Tassarò asked about a tree by the fireplace/BBQ that was hollowed out and identified as needing to come down. Ms. Griffin will look into it.
- President Tassarò summarized a proposal for \$1,200 to aerate, fertilize, and seed the field. Ms. Griffin made a motion that council approve the proposal, which was seconded by Mr. Glance. It was approved unanimously.
- Mr. Robb summarized a proposal from ATC to refurbish the tennis court in the amount of \$23,230. Solicitor Conlon informed council that the project did not need to be bid since ATC is the only certified provider of the required material. A discussion followed. Mr. Robb will see if ATC can provide a lower price.
- The pool will be physically opened for maintenance. Use by the public will be determined at a future date.

- A discussion was held on the park area by the community center. Goatscaping was suggested with more information to follow.

Waste/Recycling (Glance) – Waste Management is continuing regular service but the scheduled pickup of bulky items has been temporarily suspended until further notice.

OLD BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

Mr. Glance made a motion that council adjourn the meeting at 10:00 PM. Mr. Lear seconded the motion, which carried.