

**ROSSLYN FARMS BOROUGH COUNCIL**  
**Regular Council Meeting**  
**July 13, 2020**

**Meeting time:** The meeting was called to order at 7:00 pm by President Pro Tem Lee Griffin.

**Location:** Rosslyn Farms Community Center

**Attendees:** Council members Barbara Becker (2021), Jonathan Glance (2021), Chad Green (2023), Lee Griffin (2021), and Jay Lear (2023) were present. Solicitor Daniel Conlon from Tucker Arensberg and Secretary/Treasurer Dorothy Falk were present remotely via Zoom.

**Regrets:** President Steve Tassarò (2023), council member Dave Robb (2021), Mayor Jim Stover (2021)

**Meeting Materials:** A 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**

Ms. Griffin made a motion to accept the minutes from June 8, 2020 as presented. The motion was seconded by Mr. Glance and passed unanimously.

**PUBLIC FORUM –**

Residents Marty O’Toole and Derek Luke were present to observe.

**SOLICITOR’S REPORT**

Short term rentals - Solicitor Conlon addressed the issue of short-term rentals, which are not addressed in Rosslyn Farms’ current ordinances. He indicated that the borough cannot prohibit short term rentals but can amend its zoning ordinances to regulate their presence. A discussion followed. Council requested that Solicitor Conlon draft an ordinance for discussion at the August meeting that would allow short term rentals only in the industrial district.

Easement update – Solicitor Conlon continues to work with Mr. Robb on finalizing the language in the agreement.

**ENGINEER’S REPORT**

No report.

**MAYOR’S REPORT**

No report. Ms. Griffin indicated that she will be submitting the paperwork to take over as the Emergency Management Contact this week.

**SECRETARY/TREASURER’S REPORT**

Disbursements - Ms. Falk presented council with a list of disbursements for bills received since the June meeting.

Mr. Glance made a motion that council approve the disbursements as presented, which was seconded by Mr. Lear and approved unanimously.

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

### **COMMITTEE REPORTS**

Code management (Green) – No report.

Communication (Green) – Mr. Green reported that website updates continue.

Community Facilities (Becker)

*Community Center Commission* – Ms. Becker reported that the borough is booking rentals for July and into the fall. The new cleaning requirements are being implemented.

Finance (Robb) – No report.

Human Resources (Lear) – No report.

Infrastructure (Tassaro) – No report.

Parks/Recreation (Griffin) –

- Pool opening update: The opening was successful, and pool use is going well. The full 75 memberships have been sold. Due to the increase in Covid cases in the county, pool use will continue to be limited to members only (no guests). Ms. Griffin asked council to consider providing sweatshirts to all lifeguards in lieu of swimsuits this year at an approximate cost of \$400. Mr. Glance made a motion that council approve the purchase of sweatshirts for the lifeguards, which was seconded by Ms. Becker and unanimously approved.
- Tree removal: Work in the park started today. Ms. Griffin indicated that the company Falling Timbers requested that they be paid upon completion of the work. Ms. Becker made a motion that council authorize Ms. Falk to pay the invoice from Falling Timbers upon successful completion of the work agreed upon in an amount not to exceed the \$4,000 previously approved for the project. Mr. Green seconded the motion, and it was unanimously approved.
- Tennis court update:
  - The in-house prep work required of the borough's public works crew has been completed. The contracted resurfacing can begin.
  - Carlynton High School has indicated interest in using the tennis courts and ball field in the fall. No action will be taken at this time given the fluid nature of the Covid situation.
- Master plan: A discussion was held regarding the scope of the RFP. The subcommittee will meet to discuss further prior to the August meeting.

Waste/Recycling (Glance) - No report.

**OLD BUSINESS**

Traffic calming on Pilgrim: Mr. Glance summarized a proposal received from Gibson-Thomas Engineering to provide a traffic calming plan for Pilgrim Road, which would include a sidewalk, a curb island bump out, and crosswalks. The cost of the proposal is \$8,900. A discussion followed. Ms. Griffin made a motion that council accept the proposal from Gibson-Thomas and requested that Mr. Glance attempt to negotiate a lower project cost. The motion was seconded by Mr. Green and passed unanimously.

**NEW BUSINESS**

Mr. Glance suggested that council consider asking Harshman to drive through the borough to identify any significant property maintenance issues. Ms. Griffin will follow up with Harshman.

**ADJOURNMENT**

Ms. Becker made a motion that council adjourn the meeting at 7:55 PM. Mr. Glance seconded the motion, which carried.