

**ROSSLYN FARMS BOROUGH COUNCIL**  
**Regular Council Meeting**  
**April 12, 2021**

**Meeting time:** The meeting was called to order at 7:00 PM by President Steve Tassarò (2023).

**Location:** Rosslyn Farms Community Center

**Attendees:** Council members Barbara Becker (2021), Jonathan Glance (2021), Chad Green (2023), Jay Lear (2023), and David Robb (2021) were present. Mayor Jim Stover (2021) was present. Also present were Secretary/Treasurer Dorothy Falk and Solicitor Kate Janocsko from Tucker Arensberg.

**Regrets:** Council member Lee Griffin (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. Becker made a motion to accept the minutes from March 8, 2021 as presented. The motion was seconded by Mr. Glance and passed unanimously.

**PUBLIC FORUM**

Resident Jim Gregory was present to observe.

Resident Isabel Ford reported that she had been contacted regarding a PA Historical Commission marker being placed in the borough to honor Dick Thornburg, a former governor born in Rosslyn Farms. A discussion followed. Mr. Glance made a motion that council approve the placement of the marker, which was seconded by Ms. Becker, and passed unanimously. The borough will install the marker, which is expected midsummer.

**SOLICITOR'S REPORT:**

Solicitor Kate Janocsko reported on behalf of Solicitor Conlon.

Litigation: A court hearing with Judge Kobistek has been continued and rescheduled for May 21 due to a judicial emergency.

Appointment of vacancy chair: This was tabled until the next meeting.

ALCOSAN Regionalization Program update: This was tabled until the next meeting.

Resolution to adopt Allegheny County Hazard Mitigation Plan: Ms. Falk reported that the borough needed to adopt the 2020 update of the Allegheny County Hazard Mitigation Plan in order to be eligible for emergency funding. A discussion followed. Mr. Glance made a motion that council adopt the Allegheny County Hazard Mitigation Plan 2020 update. Mr. Robb seconded the motion, and it passed unanimously.

PA American Water shut off agreement: A discussion was held regarding a new shut off agreement required by PA American Water for municipalities who want to shut off water service for non-payment of sewer bills. The agreement contains new notification requirements to tenants whose landlords do not pay their sewer bills. Mr. Robb made a motion that council authorize President Tassarò to sign the new agreement on behalf of the borough. The motion was seconded by Mr. Glance, and it passed unanimously.

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

President Tassarò reported that Charlie and Brad were in the process of removing signs identified as in disrepair and those deemed redundant by the sign survey project.

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

Mayor Stover gave the police report for April. There were truck citations, alarm calls, a gas leak in the industrial park, and a bear sighting.

#### **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 bills received since the March meeting. A discussion followed. Mr. Robb made a motion that council approve the disbursements as presented. Ms. Becker seconded the motion, which passed unanimously.

Garbage bid – Ms. Falk provided council with the results of the garbage bid, which had been publicly opened earlier in the day. Waste Management was the low bidder for garbage only (option 1) and garbage with biweekly recycling (option 2). A discussion followed. Mr. Glance made a motion that council award the three-year contract for garbage with biweekly recycling to Waste Management for a total contract amount of \$112,116.48. Mr. Green seconded the motion, which passed unanimously.

#### **COMMITTEE REPORTS**

Code management (Green) – Mr. Green reported that a fence permit had been issued which allowed a resident to match an existing fence.

A discussion was held regarding architectural review. Harshman will be asked to share their experience with other municipalities.

A discussion was held regarding the split rail fence on Edgecliff which is in disrepair. President Tassarò will discuss this and the steps between Terrace and Edgecliff which are also in need of repair with Public Works director Charlie Smith.

Communication/Website (Green) – A discussion was held regarding communicating with residents about appropriate garbage behavior. Charlie Smith will be provided with a notice to attach to the garbage cans of those violating the ordinance.

#### Community Facilities (Becker)

*Community Center Commission – Fire alarm update* – President Tassarò reported that proposals were received from four companies for a base bid fire alarm system in the Community Center. A discussion followed. Ms. Becker made a motion that council accept the lowest cost proposal for

the base bid system from Smith Electric in the amount of \$17,650 pending compliance with the borough engineer's review. The motion was seconded by Mr. Robb, and it passed unanimously.

Finance/Grants (Robb) – A discussion was held regarding grant opportunities for planning and developing the master plan. Council will look into future opportunities for implementation and construction.

Human Resources (Lear) – Mr. Lear reported that interviews for pool guards would begin in May. A discussion was held regarding employment benefits for seasonal employees.

Infrastructure (Tassarò) – No report.

Parks/Recreation (Griffin) –

*Pool update* – Isabel Ford was present to report on behalf of the pool committee, who made the following recommendations:

- Membership rates for residents: \$75 single/\$125 couple /\$175 family
- Membership rates for non-residents: \$150/\$250/\$350
- Daily pass rate: \$10/day
- Member guest passes: \$5/day
- Hiring up to 10 lifeguards to ensure coverage through the end of the season
- Season to open on Saturday, May 29, 2021
- Authorization of up to \$2,000 in expenses (suits, whistles, umbrellas if necessary, pool equipment if necessary)
- Guards to receive rescue training

Mr. Glance made a motion that council approve the committee recommendations, which was seconded by Mr. Lear and passed unanimously.

*Master Plan update* – President Tassarò presented a proposal from LaQuatra Bonci for the next phase of the Parrish Park Master Plan, which includes schematic design, preparation of a design development package of drawings, preparation of site and landscape design construction documents, and construction administration. A discussion followed. Mr. Glance made a motion that council accept the proposal from LaQuatra Bonci in the amount of \$21,150. Mr. Green seconded the motion, which passed unanimously.

*Trees* – Council discussed a proposal from Falling Timber Tree Service for the removal of trees identified as failing. Mr. Glance made a motion that council accept the proposal from Falling Timber in an amount not to exceed \$5,500. Mr. Lear seconded the motion, which passed unanimously.

Council will receive certificates for tree replacement from Duquesne Light to compensate for the previous removal of trees. President Tassarò will coordinate the tree replacement.

Waste/Recycling (Glance) – No report.

**OLD BUSINESS:**

LED streetlight conversion: Mr. Robb will get the conversion project paperwork submitted.

**NEW BUSINESS:**

None.

**ADJOURNMENT:**

Mr. Glance made a motion that council adjourn the meeting at 8:55 PM. Ms. Becker seconded the motion, which carried.