

## **Borough of Rosslyn Farms**

**November 5, 2018**

**Regular Council Meeting**

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

**The regular meeting of Council was Called to order by President Steve Tassaro on November 5, 2018 at 7:00 p.m. at the Rosslyn Farms Community Center. All members of council, as well as non-voting members, were present.**

**Appointment of a Vice President:** Council Person Jonathan Glance volunteered to perform the duties of the Vice President, motion was made by Nate Prepelka and 2<sup>nd</sup> by Council Person Tina Stacy, all were in favor.

**Appointment of President Pro Temp:** Council Person Lee Griffin volunteered to perform the duties of President Pro Temp, motion was made by Jonathan Glance and 2<sup>nd</sup> by Council Person Giuseppe Ragozzino, all were in favor.

**Approval of minutes:** A motion to approve the minutes from the September 10<sup>th</sup> meeting was made by Council Person Nate Prepelka and 2<sup>nd</sup> by Giuseppe Ragozzino, all were in favor.

**Approval of bills:** A motion to approve three October bills was made (sent out in October when the October 8<sup>th</sup> council meeting was cancelled) was made by Giuseppe Ragozzino, 2<sup>nd</sup> by Tina Stacy, all were in favor. Council Person Lee Griffin asked Secretary Treasurer Bucci if the ballfield toilet invoice was paid, the answer was yes \$105.

**Opportunity for citizens to speak:** Betsy Tassaro informed council that there is an old discarded refrigerator on the off ramp to Rosslyn Farms. Mayor Stover said he would contact PennDOT since it is on their property.

**Solicitor Report:** Solicitor Daniel Conlon said the Truck Traffic Ordinance was advertised; President Tassaro said the ordinance is to regulate truck traffic within borough and a truck traffic study was performed by borough engineers Lennon and Smith. The ordinance has been reviewed by the mayor and Scott Township police several times. President Tassaro indicated that upon approval of the ordinance he would instruct the borough street and highway department to order signs and install them. All signs will be installed on Rosslyn Farms property. Council Person Glance presented the motion, Lee Griffin 2<sup>nd</sup>, all were in favor. The solicitor presented 4 copies, all were signed. A copy will be distributed by the solicitor to Scott Township Police, the borough engineer, the borough Secretary and one copy kept by the Solicitor's office.

The Solicitor discussed vacancies on the Planning Commission, Board of Appeals and Zoning Hearing Board. The Solicitor was asked by President Tassaro for a definition of each Commission/Board and the Solicitor provided it to council. The Solicitor said that council needs to adopt a resolution to appoint specific people to these boards. Council Person Griffin asked if the person needs to have technical qualifications and if a council person can reside on these Commission/Boards. The Solicitor said that

technical qualifications were required for the appeals board, but not for the Zoning Hearing Board or Planning Commission, and that Council members cannot sit on the Zoning Hearing Board.

The Solicitor said the Community Center License agreement changes are complete and after discussions with Council Person Stacy and President Tassarò he understands that council would like a resolution drafted to delegate signing authority to someone on the Community Center commission. Council Person Stacy said she would discuss it with Community Center Commission on November 7, 2018 and will provide the Commission designated person for the November 12, 2018 regular council meeting. President Tassarò indicated that he would like to adopt the resolution at the November 12<sup>th</sup> meeting.

Solicitor Conlon provided council with background on the role Rosslyn Farms plays within the Southwest Tax Collection Committee noting that state law created districts for the collection of EIT and we are part of Southwest district. As part of this Committee we have a right to have a delegate on the committee although Rosslyn Farms delegate is not influential within the Committee. The Solicitor spoke with the school district and said that the Chris Juzwick (Business Manager for the school district) had volunteered to represent the borough. Council Person Griffin made a motion for Chris Juzwick to be the Rosslyn Farms delegate, motion was 2<sup>nd</sup> by Council Person Glance. All were in favor.

President Tassarò asked if there were further questions for the Solicitor, no questions were asked.

**Mayor report:** Mayor Stover reported that there were 3 police calls over an angry hen on Angora Drive, when the police arrived the hen was gone. Mayor Stover also said a resident was using a metal detector on their property (Pricilla Road) and located what appeared to be a grenade, the Bomb Squad was called, and it was determined the grenade was not live. The Mayor also reported that a person leaving the Country Club ran into a tree on Kings Highway and was taken to the hospital. Scott police got the lab results and he had a high blood alcohol level, so he was charged with a DUI. Lastly, a burglar entered a house on Edgecliff Road, Scott police were called, and the burglar was apprehended, arrested and charged.

**Secretary Report:** Secretary Bucci explained that 3 motions needed to be made by council for banking records.

The first motion made by Council Person Griffin is to remove Sam Maccarone as Trustee of the borough employees Morgan Stanley retirement accounts and to appoint Secretary Treasurer Bucci as the Trustee, Motion 2<sup>nd</sup> by Council Person Glance. All in favor.

The second motion mad by Council Person Ragozzino was to make President Tassarò, Vice President Glance, Council Person Tina Stacy and Secretary Treasurer Bucci as authorized signers for the boroughs First Commonwealth Checking account. 2<sup>nd</sup> by Council Person Glance, all in favor.

The third motion made by Council Person Glance was to make President Tassarò, Vice President Glance, Council Person Lee Griffin and Secretary Treasurer Bucci as authorized signers for the boroughs PNC account, 2<sup>nd</sup> by Council Person Stacy, all were in favor.

Secretary Treasurer Bucci and President Tassarò provided an overview of the preliminary 2019 budget. President Tassarò asked council to review the budget for the November 12<sup>th</sup> meeting so it can be advertised and adopted by end of year.

President Tassaro discussed the possibility of removing the borough as the middle man collecting and recording Pilates fees. He suggested we rent the room to the Pilates instructor and then allow the instructor to collect their own fees. Council Person Stacy asked the Solicitor to investigate whether renting the room to a profit-making entity would impact our “non-profit” status. Solicitor Conlon said he would research the issue and report back to council.

**Parks and Recreation:** Council Person Griffin reported that the toilets would be removed now that soccer season is over. Council Person Griff also said that she feels the soccer goals on the ballfield need to be secured to the ground for safety reasons. President Tassaro asked if the goal posts belong to Rosslyn Farms, Council Person Griffin said she would research the question.

Council Person Griffin asked for approval to plant a tree honoring Sam Maccarone in the park. Council Person Glance made a motion for honoring Sam with a tree (at a maximum cost of \$2,500). 2<sup>nd</sup> by Council Person Stacy, all were in favor.

**President’s Report:** President Tassaro said the 2018 paving project is complete; there are 2 small punch list items concerning curbing on Winthrop that still need to be completed. Project was a success.

President Tassaro said the monthly engineer report will be presented at the November 12<sup>th</sup> meeting.

### **Committee Reports**

Community Center – Council Person Stacy said that the community center provided pricing from Sistelli for shrubs along the side of the Community Center. Anticipated cost is \$1,700. Council Person Stacy made a motion to approve landscaping to a max of \$2,000 noting that borough maintenance employees need to purchase, haul and deliver the shrubs/mulch. 2<sup>nd</sup> by Jonathan Glance, all were in favor.

Website; Nothing to report

Personnel Committee – President Tassaro noted that we need to establish a committee because right now it consists of only Council Person Prepelka. President Tassaro also noted that the yearly meeting of the committee and borough employees needs to happen by year end.

No other Committee Reports were presented

### **Business Before Council:**

President Tassaro noted that Steve George’s resignation from council was deemed accepted on Nov 2<sup>nd</sup>; and we need to fill the vacancy on Council. Council Person Stacy made a motion to appoint resident Kate Dewy to fill the vacancy on Council. Council Person Glance 2<sup>nd</sup> the motion and all were in favor. President Tassaro said that he will ask resident Dewy to come to the November 12<sup>th</sup> meeting and at the time Mayor Stover can perform the Oath of Office.

Zoning Hearing Board vacancies were discussed, potential candidates will be contacted this week and appointed on Nov 12<sup>th</sup>.

Appeals Board vacancies were discussed, and potential candidates identified.

Planning Board vacancies were discussed, and potential candidates identified.

Speed Monitoring Device – Council Person Griffin said she met with the resident in charge of the speed device data; she hopes to have a report for the December council meeting.

President Tassaro reported that we received the executed engagement letter from NIRA Engineers.

Solicitor Conlon gave an update on the draft Act 167 Stormwater Management Ordinance. He indicated that the state deadline to enact this ordinance is Dec 1<sup>st</sup> and suggested that council make a motion to advertise the Stormwater Management Ordinance. Motion was made by Council Person Glance, and 2<sup>nd</sup> by Council Person Stacy, all were in favor.

Council adjourned at 8:50 p.m. for an Executive Session to discuss personnel issues.

Council reconvened at 9:20 p.m.

Council Person Prepelka made a motion to add President Tassaro and Council Person Stacy to the Personnel Committee. Council Person Ragazzino 2<sup>nd</sup>, all were in favor.

Submitted By:

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Carolyn Bucci, Secretary-Treasurer

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Steve Tassaro, President