

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
August 11, 2025

Time: The meeting was called to order at 7:00 PM.

Location: Rosslyn Farms Community Center, Calvert Room.

Attendees: Council President David Robb (2025) was present and chaired the meeting. Council members Barbara Becker (2025), Vashishta Bhaskar (2025), Jonathan Glance (2025), Chad Green (2027), Eve Jackson (2027), and Jay Lear (2027) were present. Mayor Isabel Ford (2025), Secretary/Treasurer Dorothy Falk, and Solicitor Emily Mueller from GRB were also present.

Regrets: None

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. Green made a motion to accept the minutes from July 14, 2025 as amended. The motion was seconded by Ms. Becker and passed unanimously.

PUBLIC FORUM

President Robb opened the floor to those wishing to speak.

Resident Anne Lachner spoke. She asked Council to carefully consider all proposed modifications in Parrish Park.

Jonathan Wuchenich (312 Kings) asked about next steps regarding sidewalk and driveway citations he has received. Solicitor Mueller explained that the sidewalk citation involved an ordinance that Council cannot waive. She suggested that Mr. Wuchenich put in writing a proposal with a plan to address the issue, including a list of reasons why there should be an exception, and send it to the borough engineer. She also explained that the driveway citation was a zoning issue and that he could apply for a variance from the zoning requirement by requesting a hearing with the Zoning Hearing Board.

Resident Steve Tassarò summarized his e-mail outlining maintenance items that would keep the Borough looking good.

Residents Steven and Carol Kahn and Jesse and Nyra Schell were interested in sewer updates on Club Road.

ENGINEER'S REPORT

Ms. Falk reviewed highlights from the monthly report.

CCTV proposals and award: Ms. Falk summarized the proposals received from the RFP for CCTV and Cleaning. Four proposals were received, ranging from \$13,550 to \$26,975. Mr. Glance made a

motion that Council accept the proposal from the lowest bidder, State Pipe Services, in the amount of \$13,550, provided there are no concerns expressed by LSSE with their work quality. The motion was seconded by Mr. Green and approved unanimously.

SOLICITOR'S REPORT

Solicitor Emily Mueller summarized her activities from the previous month. She will have a draft of the sewer assessment ordinance at the September meeting.

MAYOR'S REPORT

Mayor Ford indicated that there were no major issues last month. The police will be asked for additional four-hour details with the resumption of school.

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 invoices received since the July meeting. A discussion followed. Mr. Glance made a motion that Council approve the disbursements as presented. Ms. Becker seconded the motion, and it passed unanimously.

COMMITTEE REPORTS

Code management (Jackson) – Ms. Jackson summarized the report from Harshman, including removal of a non-permitted storage pod, a notice of excessive weeds, and removal of a non-permitted dumpster.

Communication/Website (Jackson) – No report.

Community Facilities (Jackson) -

Ms. Falk reported that the new boiler will be installed shortly. She is researching potential insurance coverage of the failed boiler and will coordinate inspection of the new boiler by the insurance company.

A discussion was held on Comcast and Verizon wires being transferred to newly installed light poles. Ms. Falk will look into the contracts.

Finance/Grants (Robb) –

Ms. Falk summarized the grant applications currently submitted and awaiting decisions. She suggested the borough consider three more upcoming grant applications: GEDTF, LSA, and PennDOT TASA for projects currently under consideration.

Mr. Glance made a motion that Council resolve to authorize Ms. Falk to submit a grant application on behalf of the Borough of Rosslyn Farms to the GEDTF grant program requesting a grant in the amount of \$230,000 and committing to a borough match of \$100,750 for three new sections of sidewalk. The motion was seconded by Mr. Lear, and it passed unanimously.

Human Resources (Lear) – No report.

Infrastructure – (Green)

Clogged storm drains - The Port Authority has been cleaning out the area on Rosslyn Road near the storm drain.

Club Road Force Main Project update – The Borough is submitting the Part 2 permit application for the force main, which requires an application fee of \$2,500. Mr. Glance made a motion that Council approve the payment of the application fee, which was seconded by Ms. Jackson. The motion was approved unanimously. Once the Part 2 permit is approved, the project can go out for bid. LSSE is finalizing the bid documents.

Solicitor Mueller will review the proposed maintenance agreement.

A discussion was held on various funding options for the residents' sewer assessment, including a payment plan. Solicitor Mueller informed Council of PennVest programs that may offer low interest loans to property owners for sewer and water projects. Ms. Falk will research the PennVest options.

Solicitor Mueller was authorized to draft the assessment ordinance to include a payment plan option.

Parks/Recreation - (Green)

Parrish Park playground – Mr. Green reported that a preliminary playground layout had been prepared and revised based on community feedback. It was shared with the DCED and DCNR, with no major concerns identified so a more detailed plan will be submitted for official review. Mr. Glance made a motion that Council accept the revised design, which was seconded by Mr. Lear. The motion was approved unanimously. The plan will be posted to the Borough website.

Mayor Ford reported that Carlynton will use the tennis courts for fall practice. The pool will close after Labor Day (September 1, 2025).

Waste/Recycling (Glance): No report.

OLD BUSINESS

Speed humps – President Robb will ask Mele to provide an updated quote for construction of a speed hump on lower Rosslyn.

NEW BUSINESS

Dead tree limbs: President Robb looked at several of the trees identified as having dead limbs. Those on borough property will need to be addressed. A discussion followed. Council preapproved up to \$10,000 for trimming trees on borough property

A discussion was held on addressing dead branches/trees on private property. Council will send out a general communication that trees and landscaping are a concern throughout the borough. A note from Council will then be sent to properties identified as having dead or diseased trees. Mayor Ford and Mr. Glance will survey the borough to identify suspect trees.

Landscaping at pool and Community Center: Mr. Glance spoke with Tim Griffin about weeds at the pool (where work was done previously) and the Community Center (along the front). A

discussion was held regarding expanding the scope of the work and entering into an annual maintenance agreement. Mr. Glance will follow up.

ADJOURNMENT

Mr. Glance made a motion that Council adjourn the meeting at 8:55 PM, which was seconded by Mr. Lear. The motion carried.

Council went into executive session following the meeting to discuss legal matters.