

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
August 12, 2024

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), 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: Council member Lee Griffin (2025)

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. Glance made a motion to accept the minutes from July 8, 2024 as amended. The motion was seconded by Ms. Becker and passed unanimously.

PUBLIC FORUM

President Robb opened the floor to those wishing to speak.

Susan Prevoznak (Alden) asked for assistance to help resolve a situation where Harshman sent her a letter that appeared to identify perennials as weeds in violation of the property maintenance code. A discussion followed. Ms. Prevoznak will send an email to Harshman requesting clarification, copying Mr. Glance and Ms. Jackson.

Josh Roberts (Edgecliff) informed Council that he requested a zoning variance for retroactive approval of a privacy fence after initially being denied. The Zoning Hearing Board suggested that he request that Council modify the ordinance to allow exceptions to the 50% fence exposure. Mr. Roberts presented a sample ordinance. A discussion followed. Council was amenable to potentially supporting Mr. Robert's variance request if he develops a landscaping and maintenance plan to help soften the appearance of the fence. Mr. Roberts will prepare and forward such a plan. If Council approves, Solicitor Mueller will prepare a letter and/or attend the zoning hearing on Council's behalf.

Erika Szabo (Kings) asked Council to consider safety issues. A discussion was held on sidewalks, traffic issues, and street lights. Council will consider holding an open sharing session for residents.

Nancy Barsotti (Edgecliff) thanked Council and the pool commission for a successful Aquafit season. She also thanked Mayor Ford for coordinating events at the Community Center.

SOLICITOR'S REPORT

Solicitor Emily Mueller summarized her activities from the previous month.

Club Road sewer extension: Solicitor Mueller summarized a sanitary sewer extension easement agreement with the Schells, which includes an 18-month maintenance bond and inspection by the borough engineer prior to the borough fully accepting it into the public system. The agreement also provides a reimbursement option to the Schells if other property owners later tap in to the system. Further discussion will be held with their attorney and engineer.

Ordinance for stop sign installation and one way street designation – Solicitor Mueller summarized the proposed ordinance to allow for the placement of four stop signs and to designate the portion of road from Kings Highway to Club Road as one way. A discussion followed. Ms. Becker made a motion that Council adopt the ordinance as presented, which was seconded by Mr. Glance. The motion passed unanimously.

ENGINEER'S REPORT

None.

MAYOR'S REPORT

Mayor Ford reported that the new Parrish Park sign arrived and had been installed.

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. She requested that Council also approve a check in the amount of \$1,448 to Olde Lang Signs for the new Parrish Park sign, a cost that will be reimbursed as a donation from Mayor Ford. A discussion followed. Mr. Glance made a motion that Council approve the disbursements as presented, including the check to Olde Lang Signs. Ms. Jackson seconded the motion, and it passed unanimously.

COMMITTEE REPORTS

Code management (Jackson) – Ms. Jackson summarized the monthly Harshman report listing potential code enforcement violations, zoning permits, and building permits. A discussion was held regarding the preferred protocol to report potential code enforcement violations. A new Resident Inquiry form will be developed and posted to the website. Residents making inquiries will be directed to send the form directly to Harshman and copy the borough secretary.

Communication/Website (Jackson) – Ms. Jackson reported that the new website is up. A discussion was held on how to make residents aware of borough requirements for building and zoning permits. Ms. Falk will put together a Frequently Asked Questions document to post on the Forms page.

Community Facilities (Jackson) - No report.

Finance/Grants (Robb)

Caliguiri Group update: President Robb reported that the state budget has been approved so grant awards should be forthcoming. Additional grant opportunities include the state gaming fund and block grants. A discussion followed.

Resolution authorizing application for Gaming, Economic, Development Tourism Fund grant – President Robb reported that the application window is approximately two weeks, with a deadline of August 30. He will attempt to reconfigure one of the existing projects to meet the grant requirements. Council was supportive of the effort and will be polled for approval and authorization to apply once the application is ready.

Human Resources (Lear) – No report.

Infrastructure (Lear)

Sidewalk project update: Excaliber indicated that they expect to mobilize starting next week. A discussion was held regarding a change order to add sidewalks and crosswalks along Kings Highway at an estimated cost of \$18,991. Mr. Glance made a motion that Council approve the change order, which was seconded by Mr. Lear. The motion passed unanimously.

Parks/Recreation (Griffin) – Mayor Ford reported that the Carlynton girls tennis team would be starting to use the courts soon.

Waste/Recycling (Glance) – No report.

OLD BUSINESS

Safe Streets grant – Ms. Falk reported that Crafton borough manager Jim Price had provided a draft intergovernmental cooperation agreement and resolution for the grant application. Solicitor Mueller has some suggestions to the documents and will follow up with Mr. Price. A discussion followed. Council reaffirmed its interest in participating in the joint application. Mr. Glance made a motion that Council approve the resolution and the intergovernmental cooperation agreement pending solicitor review. The motion was seconded by Ms. Becker and was approved unanimously.

Traffic calming – speed hump update – President Robb suggested that Council consider reprioritizing the installation of the next speed hump from Rosslyn Road (below the pool) to Kings Highway (between Priscilla and Club), both previously identified as meeting the requirements. Mele & Mele, who were awarded the project, is also the contractor for the Scheffield project and prefer to complete both projects at the same time. A discussion followed. Mr. Glance made a motion that Council authorize Mele & Mele to install a speed hump on Kings Highway rather than on Rosslyn Rd. Ms. Becker seconded the motion, and it was approved unanimously.

NEW BUSINESS

None.

ADJOURNMENT

Mr. Glance made a motion that Council adjourn the meeting at 9:15 PM, which was seconded by Mr. Green. The motion carried.