

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
February 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 Jonathan Glance (2025), Chad Green (2027), Lee Griffin (2025), and Eve Jackson (2027) were present. Council member Barbara Becker (2025) participated via Zoom. Mayor Isabel Ford (2025), Secretary/Treasurer Dorothy Falk, and Solicitor Joe Perotti from GRB were also present.

Regrets: Council member Jay Lear (2027).

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 January 8, 2024 as presented. The motion was seconded by Mr. Green and passed unanimously.

Mr. Glance made a motion to accept the minutes from January 29, 2024 as amended. The motion was seconded by Mr. Green and passed unanimously.

PUBLIC FORUM

President Robb opened the floor to those wishing to speak.

Nancy Barsotti was present to take notes for The Last Word. She inquired about the status of the Evergreen Montessori expansion, which will be covered later in the meeting.

Residents Jesse and Nira Schell updated Council on the status of their proposed sewer expansion. They are awaiting additional information from their engineer so they can put together a proposal for Council's consideration.

Resident Taylor Frankovitch spoke in support of Evergreen Montessori and its expansion plans.

SOLICITOR'S REPORT

Solicitor Joe Perotti reported on behalf of Emily Mueller. He will work with her to draft an agreement for residents who want to participate in the sidewalk plan.

ENGINEER'S REPORT

Sanitary Sewer O&M Plan update: Council reviewed the 2024 update to the O&M Plan required by the Consent Order. Mr. Glance made a motion that Council approve the five year plan as presented, which was seconded by Ms. Jackson. The motion passed unanimously.

Authorization to get proposals for CCTV/cleaning: The 2024 portion of the O&M plan includes cleaning and televising, primarily along Park and Edgecliff, at an estimated cost of \$17,700. Mr. Glance made a motion that Council authorize LSSE to get three quotes for the cleaning and televising work as described. The motion was seconded by Ms. Griffin, and it passed unanimously.

MAYOR'S REPORT

Mayor Ford gave the police report. There were two alarm calls (false), one fire alarm (false), one suspicious activity, and one incident of theft. There were numerous traffic stops, but no citations were issued. The speed hump appears to be having an impact.

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 January meeting. A discussion followed. Mr. Glance made a motion that Council approve the disbursements as presented and ratify its previous decisions to issue a refund check for a cancelled rental and to approve a check required for the COD delivery of the new Kubota backhoe. Ms. Griffin seconded the motion, and it passed unanimously.

Auditor proposal: Ms. Falk reported that Hosack Specht Muetzel & Wood has submitted a proposal to perform the financial audit and prepare the financial reports for FY2023 for a fee of \$5,025, an increase of \$125 (2.6%) from last year. Mr. Glance made a motion that Council accept the proposal from HSMW as presented. Mr. Green seconded the motion, which passed unanimously.

Health Insurance renewal: Ms. Falk reported that the UPMC health insurance policy renewal for 2024 reflects a premium increase of 9.2% (\$42,067). A discussion followed, including comparable coverage from other sources with significantly higher premiums. Mr. Glance made a motion that Council approve the renewal of the current UPMC health insurance policy, which was seconded by Ms. Becker. The motion was approved unanimously.

Dan Deasy mobile office: Ms. Falk reported that State Representative Dan Deasy would be holding a mobile office in Rosslyn Farms on March 14, 2024.

COMMITTEE REPORTS

Code management (Green) – Mr. Green reported that a couple of permits had been issued. There was also an ongoing driveway issue at 4 Rosslyn Road. Mr. Glance reported that he met with Harshman and the owner of 4 Rosslyn regarding Tuscarora Road. The road was never accepted by the Borough; therefore, ownership reverted to the adjacent properties making it private property. Harshman will continue to follow up to ensure that the work being done meets Borough requirements.

A discussion was held on outdoor decorations within the borough. Ms. Griffin will reach out to the Garden Club to discuss.

Communication/Website (Green) – Ms. Falk met with Mayor Ford and will be working with CourseVector on the website.

Community Center/Facilities (Becker) -

Wm. Prescott maintenance program: Ms. Falk reported that the maintenance program cost for Wm. Prescott to perform semiannual gutter cleaning and roof inspection was increasing from \$375 to \$400 per visit. A discussion followed. Mr. Glance made a motion that Council renew the maintenance agreement with Wm. Prescott, which was seconded by Ms. Becker. The motion passed unanimously.

Evergreen Montessori – gym expansion update: President Robb reported that Council would be going into Executive Session to discuss lease issues and come up with key terms to present to Evergreen Montessori regarding its expansion plans.

Finance/Grants (Robb) –

Caliguiri Group update/Grants: President Robb summarized the status of the various grant applications.

PA Small Water and Sewer Project grant and resolution: Mr. Glance made a motion that Council ratify its decision authorizing the execution of the grant agreement, which was seconded by Ms. Jackson. The motion passed unanimously.

DCNR GTRP grant and resolution – President Robb reported that Rosslyn Farms was awarded \$195,100 towards the Parrish Park Playground Project. Mr. Glance made a motion that Council pass a resolution accepting the grant and authorizing the execution of the grant agreement. The motion was seconded by Ms. Jackson, and it passed unanimously.

Human Resources (Lear) – Ms. Falk reported that seasonal public works employee Daniel Trasport had given notice that he would be leaving before the end of the month. Public works will be looking for a replacement.

Infrastructure –

Sanitary sewer expansion – update: Provided by the Schells in the Public Forum.

Sidewalk catchup project – update: Council reviewed the draft bid proposal and estimate provided by Harshman, who will continue to refine the estimates provided. The “base bid” will be for the work required for each specific property to meet the specifications in the new ordinance. The “add alternate” will be the cost per unit for replacing the entire section of sidewalk. The Borough will award the bid based on the total for all properties that opt in. Ms. Griffin made a motion that Council authorize Ms. Falk to advertise the bid subject to Council approving the final form of the bid proposal at a follow up work meeting or through a poll vote. The motion was seconded by Mr. Glance, and it passed unanimously.

Parks/Recreation (Griffin) –

Ms. Griffin reported that schools are reaching out to use the Borough tennis courts and field.

A discussion was held on the status of the trees to be planted in Parrish Park as a noise barrier along the parkway, which is in the playground plan. Ms. Griffin will look at the budget to see if we can start some planting now.

Waste/Recycling (Glance) – Ms. Falk reported that Waste Management will be changing to automated collection rather than manual. The current garbage contract expires at the end of June. A discussion followed.

OLD BUSINESS

Traffic calming:

Potential stop signs – Council reviewed the service order authorization from LSSE to conduct traffic studies at two proposed sites. Mr. Glance made a motion that Council approve the service order, which was seconded by Ms. Griffin. The motion passed unanimously.

Potential new speed humps – Council reviewed the proposals submitted for the installation of speed humps along upper and lower Rosslyn Road. A discussion followed. Mr. Glance made a motion that Council accept the proposal for Option A2 (upper Rosslyn, near the ballfields) at a cost of \$7,680. The motion was seconded by Ms. Becker, and it passed unanimously. Signage and painting are to be done simultaneously with the installation.

NEW BUSINESS

None.

EXECUTIVE SESSION

Council went into executive session at 8:05 PM to discuss lease negotiations. Council came out of executive session at 9:15 PM.

ADJOURNMENT

Ms. Griffin made a motion that council adjourn the meeting at 9:15 PM. Mr. Glance seconded the motion, which carried.