

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
July 8, 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), and Eve Jackson (2027) were present. Mayor Isabel Ford (2025), Secretary/Treasurer Dorothy Falk, and Solicitor Emily Mueller from GRB were also present.

Regrets: Council members Lee Griffin (2025) and Jay Lear (2027)

Materials: A sign-in sheet and agenda were provided to those in attendance

The Pledge of Allegiance was recited.

AGENDA: Mr. Glance made a motion that Council amend the agenda to include an item for a resolution authorizing an application for the DCED Multimodal Transportation Fund grant. The motion was seconded by Ms. Becker, and it passed unanimously.

APPROVAL OF PRIOR MEETING MINUTES

Mr. Glance made a motion that Council accept the minutes from June 10, 2024 as presented. The motion was seconded by Mr. Green and passed unanimously.

PUBLIC FORUM

President Robb opened the floor to those wishing to speak.

Jesse and Nyra Schell reported significant progress on their sewer project, including a sketch tentatively locating the main on the downhill side of the road. A discussion followed. Mr. Glance made a motion authorizing Solicitor Mueller to draft the following: an agreement that would allow the Schells to access the Right of Way subject to the conditions identified by LSSE in its letter dated July 8, 2024, a Bill of Sale, and a reimbursement agreement. The motion was seconded by Ms. Jackson, and it was approved unanimously. A poll vote to approve the documents will be taken if needed to keep the project moving forward.

SOLICITOR'S REPORT

Solicitor Emily Mueller summarized her activities from the previous month.

Resolution adopting sidewalk plan – Solicitor Mueller reported that borough ordinances require Council to pass a resolution in order to install new sidewalks. Mr. Glance made a motion that Council pass a resolution adopting the sidewalk plan approved previously for the placement of new sidewalks. Mr. Green seconded the motion, which passed unanimously.

Draft ordinance for stop sign installation and one way street designation and authorization to advertise – Solicitor Mueller summarized the proposed ordinance. A discussion followed. Council requested that Solicitor Mueller modify the ordinance to increase the fine to \$50 for violations at stop signs and one way streets, if permitted. Mr. Glance made a motion to authorize Ms. Falk to advertise the ordinance for adoption at the August meeting. The motion was seconded by Ms. Becker, and it passed unanimously

ZHB discussion: A discussion was held regarding the recent request to the Zoning Hearing Board for a variance of the fence ordinance requirements. No action was taken.

ENGINEER’S REPORT

President Robb reported that the preconstruction meeting had taken place on the work on Arch Street. The contracts are being executed.

MAYOR’S REPORT

Mayor Ford gave the police report. There was a house fire on Rosslyn Road with five fire companies responding (no injuries), an accident on Club/King (no injuries), and a vehicle hit and run at the pool.

A discussion was held on the effectiveness of the extra police details in discouraging violations and whether to increase the 2024 budget allocation to provide additional coverage. Mr. Glance made a motion that Council authorize one additional detail per week, which was seconded by Mr. Green. The motion passed unanimously.

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 June 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 reported that a stop work order had been issued for a property on Terrace, and a hearing had been held for a fence variance on Edgecliff. A fence permit was issued on Winthrop, and a patio was approved on Kings Highway.

Harshman was scheduled to do a drive through to identify potential property maintenance issues. A discussion followed. Ms. Jackson will reach out to Jarrod D’Amico at Harshman. President Robb will talk to Charlie Smith about dead trees on borough property in close proximity to roadways.

Communication/Website (Jackson) – Ms. Jackson reported that the new website should be live within the week.

Community Facilities (Becker) – President Robb reported that the asbestos abatement in the Community Center had been completed. A new toilet was installed in the men’s room.

Finance/Grants (Robb) –

Caliguiri Group update: President Robb summarized the status of the various grant applications. Grant approvals are currently delayed at the state level. David Caliguiri will reach out to legislators for advocacy on the grant applications that have been submitted.

Resolution authorizing application for DCED Multimodal Transportation Fund grant – President Robb reviewed the unsuccessful grant application submitted last year, which was a request for an \$800k grant and a waiver of the match requirement. A discussion was held on scaling the scope of the grant request to be more in line with projects that were successful in obtaining the DCED MTF grants last year. Mr. Glance made a motion that Council approve a grant application for a project to install sidewalks to the ball field, to the pool, and along Kings Highway at a total project cost of \$294,118, consisting of a grant request of \$205,882 and a 30% match of \$88,236. The motion was seconded by Mr. Green, and it passed unanimously. Mr. Glance made a motion that Council authorize President Robb to sign a match letter committing the funds to the project, which was seconded by Mr. Green. The motion passed unanimously.

Human Resources (Lear) – No report.

Infrastructure – (Lear)

Sanitary sewer expansion/Club Road sewer right of way: This was covered during the public comment.

Parks/Recreation (Griffin) – No report.

Waste/Recycling (Glance) – Ms. Falk reported that service with Valley Waste started the previous week. Angora was missed but a truck returned on Monday. Recycling will begin this week.

OLD BUSINESS

Crafton – multi-municipal grant application – A discussion was held on the Safe Streets project presented at the June meeting by Crafton manager Jim Price. Mr. Glance made a motion that Council participate in the grant project. The motion was seconded by Ms. Becker, and it passed unanimously. Ms. Falk will follow up with Mr. Price.

Traffic calming – speed hump update – President Robb spoke with Mele and Mele about postponing the installation and moving the location of the speed hump previously approved. He will review the estimate for locating one by the pool and see how far it can be moved up the hill.

Sidewalk replacement project – The project will likely begin near the end of July or early August.

NEW BUSINESS

Appointment of Barry Nelson to the Planning Commission - President Robb reported that resident Barry Nelson had agreed to serve on the Planning Commission to fill the seat previously held by Eve Jackson. Mr. Glance made a motion that Council appoint Barry Nelson to the Planning Commission. The motion was seconded by Ms. Jackson and passed unanimously.

Ballfield – A discussion was held on non-resident use of the ball field. Solicitor Mueller indicated that the borough should develop a policy for park use, pass a resolution adopting the policy, and then post a sign in the park. Solicitor Mueller can work with the Parks and Recreation committee to develop a policy.

4th of July - Mr. Glance made a motion that Council recognize and thank Mayor Ford for a successful 4th of July celebration. The motion was seconded by Ms. Jackson and passed unanimously. Thanks, Mayor Ford!

ADJOURNMENT

Mr. Glance made a motion that Council adjourn the meeting at 8:40 PM, which was seconded by Ms. Becker. The motion carried.