ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
May 11, 2026

Meeting time: The meeting was called to order at 7:15 PM.

Location: Rosslyn Farms Community Center

Attendees: Council President David Robb (2029) was present and chaired the meeting. Council members Vashishta Bhaskar (2029), Jude Frank (2029), Jonathan Glance (2029), Chad Green (2027), Eve Jackson (2027), and Jay Lear (2027) were present. Mayor Isabel Ford (2029), Secretary/Treasurer Dorothy Falk, and Solicitor Emily Mueller were also present.

Regrets: None.

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

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The Pledge of Allegiance was recited.

APPROVAL OF PRIOR MEETING MINUTES
Ms. Jackson made a motion that Council accept the minutes from April 13, 2026 as amended. The motion was seconded by Mr. Lear and passed unanimously.

PUBLIC FORUM
President Robb opened the floor to those wishing to speak.

Resident Erika Szabo requested an update on the driveway variance request at 312 Kings Hwy. Solicitor Mueller reported that the variance was denied by the Zoning Hearing Board and that the applicant appealed the decision to the Court of Common Pleas. She summarized the court review process.

George Eaborn and David Elias from the Thornberry Condominium Association were present and asked for assistance in identifying the municipal boundaries. Ms. Falk gave them her contact information for follow up.

A discussion was held with residents impacted by the potential Winthrop/Kings Highway force main project, including Dennis Heffley, Cody Ditto, Micaiah Tatum, Doug Artze, Jeanne Rosen, and Ben Wagner. Topics included the borough sponsored payment plan, PennVest financing, failing septic systems, Act 537, grant applications, and the timing for residents to connect.

Resident Jesse Schell was present to observe.

ENGINEER'S REPORT
President Robb reviewed the monthly report provided by LSSE.

Winthrop Road/Kings Highway force main – President Robb summarized the results of the force main survey: 10 households recommended that the Borough proceed with the project, 4 households did not want the project to proceed, and 4 households did not respond to the survey. A discussion followed. Based on the results of the survey, Mr. Glance made a motion that Council proceed with the project

and approve the Service Order Authorization from LSSE dated March 9, 2026 for engineering services related to the Winthrop Road Force Main project at an estimated cost of $65,000. Mr. Lear seconded the motion, which passed by a vote of 6-0, with Mr. Bhaskar abstaining.

Sanitary Sewer O&M repair bid – Council reviewed the proposed scope and draft advertisement provided by LSSE dated May 11, 2026 for the 2026 Sanitary Sewer O&M repairs. A discussion followed. Mr. Glance made a motion that Council authorize Ms. Falk to advertise the bid documents for the proposed repairs when finalized. Mr. Frank seconded the motion, which passed unanimously.

SOLICITOR'S REPORT
Solicitor Mueller summarized her written monthly report.

Mazzoni lot consolidation – Ms. Mueller reported that the Mazzonis have submitted a lot consolidation application to consolidate their two lots on Kings Highway. The plan has been reviewed by the Borough engineer, the County planning department , and the Rosslyn Farms Planning Commission. The Planning Commission recommended that the plan be approved subject to incorporating the recommendations made by the County and the Borough engineer. Solicitor Mueller recommended requiring only the suggestions needed to satisfy Borough ordinances. A discussion followed. Mr. Glance made a motion that Council approve the lot consolidation plan subject to compliance with the LSSE letter dated February 16, 2026 and the certification of title and mortgage clause from the County Planning Department letter dated April 21, 2026. Mr. Frank seconded the motion, which passed unanimously.

Quality of Life Ticketing Program Ordinance draft – Solicitor Mueller has not heard back from Harshman regarding suggestions for the ordinance. She will reach out again. A discussion followed. Mr. Glance made a motion that Council authorize Ms. Falk to advertise the ordinance for adoption once it has been finalized. The motion was seconded by Mr. Green, and it passed unanimously.

MAYOR'S REPORT:
Mayor Ford gave the police report, which included the boiler fire at the Community Center, additional traffic posts, and one EMS response. Scott Police has hired a new social worker; Chief Podsiadly will attend the June meeting to introduce her and discuss the program.

SECRETARY/TREASURER'S REPORT
Ms. Falk presented council with a list of Deposits, a Profit and Loss statement, and a Balance Sheet.

Disbursements: Ms. Falk presented council with a list of disbursements for bills received since the April 13, 2026 meeting. A discussion followed. Mr. Glance made a motion that Council approve the disbursements as presented. Ms. Jackson seconded the motion, and it passed unanimously.

Ms. Falk reported that she has requested a property insurance estimate from PIRMA as the MRM policy is up for renewal on July 10.

COMMITTEE REPORTS
Code management (Jackson) – Ms. Jackson reported that property maintenance/rubbish citations have been issued to several properties.

Community Facilities (Bhaskar) –
Classroom ceiling repair authorization: The plaster ceiling appears to be delaminating in the front classroom and above the stage. Public Works Director Charlie Smith recommended that the Borough retain a plasterer to perform the repair instead of attempting it inhouse. Estimates will be requested.

Boiler fire and repair: Mayor Ford reported that the boiler fire was a dry fire that appeared to have resulted from failed safeguards. McKamish has not yet provided a summary of its findings. A discussion followed. Mayor Robb will follow up with McKamish. Ms. Falk will file a claim with the property insurer.

Evergreen Montessori: Mayor Ford and Mr. Bhaskar met with Tracy Beresford to discuss potential rental of the gym and bathroom for 2027-28 school year. Ms. Beresford was asked to put her request in writing for Council review.

Finance/Grants (Lear/Bhaskar/Frank) –
COVID-19 ARPA PA Small Water and Sewer balance – The Borough has requested to use the remainder of the grant ($35,774) to install a storm drainage system at the ballfield. The LSSE estimate for the project is $28,850. We are awaiting a decision.

Human Resources (Lear) –
Seasonal public works employee – Ms. Falk reported that David Creely did not accept the seasonal public works position. After discussion with Mr. Lear, the position was offered to Andrew Killen at a rate of $20/hour. A discussion followed. Mr. Glance made a motion that Council ratify the decision to hire Mr. Killen, which was seconded by Mr. Green. The motion passed unanimously.

Seasonal employees lifeguards – Mr. Lear reported that pool manager Brad Gossett recommended that the Borough rehire Caroline Choate, Graham Harman, Carlee Hughes, Ava Pancake, Ian Robb, and Daphne Tirone as returning lifeguards; hire new guards Gigi Choate, Esther Frank, and Winston Bonnet; and allow for up to two reserve guards for the 2026 summer season and that the pay scale remain at last year's rates (new guard $15/hr; returning guard $17/hr; assistant head guard $19/hr; head guard $20/hr) with a potential end of year bonus of $250. Mr. Lear made a motion that Council approve the hiring of the guards as described, which was seconded by Mr. Glance. The motion was approved 5-0, with President Robb and Mr. Frank abstaining.

Infrastructure (Green) –
Club Road force main update – Mr. Green reported that LSSE will submit the final as built drawing to the DEP to close out permit. Residents will be able to connect after that. A discussion followed. Resident Jesse Schell asked about the scheduling of the private lateral work. President Robb will keep him informed and look into the timing of pre-connection work.

Winthrop Road force main update – Covered earlier.

Parks/Recreation (Green) –
Parrish Park Playground bid results and award – Council reviewed the bid summary prepared by landscape architect Dan McDowell. One bid was withdrawn due to significant mathematical errors. The remaining bids ranged from $389,250.50 to $574,000.00. A discussion followed. Mr. Green made a motion that Council award the project to the low bidder VS&H Construction at a cost of

$389,250.50 for the base bid plus the add alternate of $21,712. The motion was seconded by Mr. Glance, and it was unanimously approved.

Pilgrim Road sidewalk design – Council reviewed the design provided by Mr. McDowell. A discussion followed. Mr. Glance made a motion that Council approve the design, authorize LSSE to prepare the front end of the bid documents, and authorize Ms. Falk to advertise for bids when the documents have been finalized. Mr. Green seconded the motion, which passed unanimously.

Pool update – Mayor Ford reported that $16,586 of the $17,815 that was pledged for the new pool heater has been collected to date. A pool party will be planned for donors.

The pool committee recommended that pool hours be modified to Sun 12-8; Mon 12-6; Tues/Wed 12 - 8; Thurs/Fri/Sat 11 – 8. Mr. Glance made a motion that Council approve the hours as proposed. Ms. Jackson seconded the motion, which was approved unanimously.

The committee also recommended increasing the non-resident family rate from $375 to $400, with all other membership rates remaining the same. Mr. Glance made a motion that Council approve the new rate schedule as proposed, which was seconded by Ms. Jackson. The motion passed unanimously.

Mayor Ford requested authorization to spend up to $2,000 on pool supplies, including guard suits, sweatshirts, and replacement umbrellas. Mr. Glance made a motion that Council authorize the expenditure, which was seconded by Ms. Jackson and passed unanimously

AquaFit classes will be held on Monday mornings from 11AM-12PM. Fees will offset the instructor cost.

Waste/Recycling (Glance) – No report.

OLD BUSINESS:
None.

NEW BUSINESS:
None.

ADJOURNMENT:
Mr. Glance made a motion that council adjourn the meeting at 8:25 PM. Mr. Green seconded the motion, which carried.

EXECUTIVE SESSION:
Following the meeting, Council went into executive session to discuss potential legal issues