

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
May 12, 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. Secretary/Treasurer Dorothy Falk and Solicitor Emily Mueller from GRB were also present.

Regrets: Mayor Isabel Ford (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

Ms. Becker made a motion that Council accept the minutes from April 14, 2025 as presented. The motion was seconded by Mr. Lear and passed unanimously.

PUBLIC FORUM

President Robb opened the floor to those wishing to speak.

Resident Joshua Roberts informed Council that the landscaping Council requested to support his request for a fence variance has been completed. Ms. Falk will follow up with the Zoning Hearing Board to reschedule the continued hearing.

Residents Jesse and Nyra Schell requested an update on the status of the Club Road sewer project. Per the engineer's report, the project has been approved by the county health department and submitted to the PA DEP for review. Once the DEP has approved it, an application will be submitted for the Part 2 permit.

Resident Nancy Barsotti informed Council that there was a large fallen branch on cable lines on Edgecliff and that Comcast indicated that they would come out only if there were an interruption of service. A discussion followed. She will forward pictures to Ms. Falk for additional follow up.

ENGINEER'S REPORT

Ms. Falk reviewed the report provided by LSSE. Ponding water on Arch St. will be remedied before the final tar and chipping.

SOLICITOR'S REPORT

Solicitor Emily Mueller summarized her activities from the previous month.

Proposed ordinance – snow removal from sidewalks - Solicitor Mueller summarized the proposed ordinance, which would permit the Borough to remove snow from sidewalks upon property owners'

failure to do so and to collect 110% of the cost of doing so. A discussion followed. Mr. Glance made a motion that Council approve the ordinance as presented, which was seconded by Ms. Jackson. The motion passed unanimously.

MAYOR'S REPORT

No report.

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 April meeting. A discussion followed. Mr. Glance made a motion that Council approve the disbursements as presented. Mr. Lear seconded the motion, and it passed unanimously.

Proposal for renewal of franchise agreements: Ms. Falk presented a proposal from Cohen Law Group to handle negotiations for renewal of the Comcast franchise agreement. Solicitor Mueller indicated that Cohen Law is the predominant firm in the area for negotiation of franchise agreements. A discussion followed. Mr. Glance made a motion that Council accept the proposal as presented, which was seconded by Ms. Jackson. The motion passed unanimously.

Liquid Fuels audit report for 2022-2023: Ms. Falk summarized the Liquid Fuels Fund audit report from the PA Auditor General for 2022 and 2023, which indicated that funds were spent and reports filed appropriately. There were no findings; no action is required.

COMMITTEE REPORTS

Code management (Jackson) – Ms. Falk reported that zoning official Jarrod D'Amico recommended that the Borough establish the 2018 IPMC as the guideline for property inspection. Solicitor Mueller reported that it could be used as part of the application for a Certificate of Use and Occupancy but recommended that it not be included in the proposed zoning ordinance.

A discussion was held regarding the driveway at 312 Kings Hwy. Harshman will be instructed to send the violation letter and continue to follow up.

Communication/Website (Jackson) – Ms. Jackson reported that contact information for Harshman will be added to the borough website so residents with complaints can reach out to them directly.

Community Facilities (Jackson) –

Outdoor lighting project – Ms. Jackson summarized an updated proposal from Smith Electric for the installation of outdoor up-lights at the Community Center. A discussion followed. Ms. Becker made a motion that Council accept Option 2 (LED floodlights on poured concrete bases) at a cost of \$3,150. The motion was seconded by Mr. Glance and was approved unanimously.

Finance/Grants (Robb) –

Grant update – Ms. Falk summarized the updated grant scorecard, which included the PA Small Water and Sewer grant application submitted last month. The next grant that the borough is considering is the Greenways Trails and Recreation Program grants for sidewalks along Kings Highway and the ballfield. A discussion followed, with Council approving the application. A resolution authorizing the application will be required once the cost estimate is finalized. A poll vote will be taken due to the May 31 deadline.

Ms. Falk reported that David Caliguiri of C&G indicated that State Senator Devlin Robinson was favorably inclined towards helping find funding for the new boiler but that it was dependent on the state budget discussion, which is supposed to be finalized on June 30. He also indicated that Redevelopment Assistance Capital Program could be a source of additional funds

Safe Streets – Ms. Falk reported that Crafton Borough is reapplying for the Safe Streets for All grant and wanted to know if Rosslyn Farms would participate again. A discussion followed. Mr. Green made a motion that Council participate in the multi-municipal grant application, which was seconded by Ms. Jackson. The motion passed unanimously.

Human Resources (Lear) –

Seasonal employee – Mr. Lear reported that pool manager Brad Gossett recommended that the Borough rehire Caroline Choate, Graham Harman, Carlee Hughes, Natali Lutsiv, Ava Pancake, Ian Robb, Ben Tebbets, and Daphne Tirone as lifeguards for the 2025 summer season using the same pay scale as last year (new guard \$15/hr; rehired guard \$17/hr, assistant head guard \$19/hr; head guard \$20/hr; potential end of year bonus \$150.) Mr. Glance made a motion that Council approve the hiring of the lifeguards listed at the indicated rates, which was seconded by Mr. Lear. The motion was approved unanimously, with President Robb abstaining.

Infrastructure (Green) –

Ratification of tree removal and pruning – Mr. Glance made a motion that Council ratify its decision to authorize Classic Landscaping to remove a damaged Chinese Elm at the ballfield and to trim dead limbs from an oak on Edgecliff. The motion was seconded by Mr. Lear and passed unanimously.

Club Road Force Main Project update – Discussed in the Public Forum.

Assessment approach for Club Road sewer – A discussion was held on how to fund the assessments for the ten properties to be serviced by the proposed sewer line on Club Road. The project involves the borough installing a force main in the right of way with a curb box at each residence that properties can tie into, for a total project cost of approximately \$170k, or \$17k per property. A discussion was held on three options for cost recovery:

1. Assess property owners the amount in full.
2. Spread the cost out interest-free over 3 years.
3. Have the borough finance the project and have the full cost reimbursed by the property owners. A discussion was held on municipal loans.

President Robb will reach out to LSSE to see what their experience has been with other municipalities and for their input on tap in fees. The affected residents will be contacted as well.

Solicitor Mueller indicated that an ordinance will need to be in place before the project is bid.

A discussion was held on grinder pump management during power outages, which are the responsibility of the property owner.

Sidewalks – President Robb provided Council with a cost estimate of \$15,374 for the borough's public works to install a sidewalk on Rosslyn Road from the ballfield to the PennDOT property. One resident has committed \$10k towards the cost of the project. A discussion followed. Mr.

Glance made a motion that Council approve the installation of the sidewalk as described, which was seconded by Ms. Becker. The motion was approved unanimously.

Parks/Recreation (Green) –

Parrish Park playground update: Mr. Green spoke with Dan McDowell from LaQuatraBonci. They have scheduled a meeting next week with borough families to discuss playground options with design ideas potentially available for the June meeting.

Pool: A discussion was held on getting a heater for the pool.

Waste/Recycling (Glance) – No report.

OLD BUSINESS

Deer culling: A discussion was held on borough authority to restrict or limit hunting activities on private and public property. Solicitor Mueller was asked to look into whether individual properties could join together and allow hunting on their own without borough action. Council would like feedback from municipalities that use an archery program. A town hall will be arranged to get resident input. Mr. Glance offered to spearhead the activities.

NEW BUSINESS

None.

ADJOURNMENT

Mr. Glance made a motion that Council adjourn the meeting at 9:00 PM, which was seconded by Mr. Lear. The motion carried.