

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
November 10, 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. Mayor Isabel Ford (2025), Secretary/Treasurer Dorothy Falk, and Solicitor Emily Mueller from GRB were also present.

Regrets: None

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. Green made a motion to accept the minutes from October 13, 2025 as presented. The motion was seconded by Mr. Bhaskar and passed unanimously.

PUBLIC FORUM

President Robb opened the floor to those wishing to speak.
Resident Nyra Schell was present to observe.

ENGINEER'S REPORT

President Robb reviewed highlights from the monthly report. The Club Road Force Main permit is still being processed. LSSE will finalize bid documents after a final walk through. The project will be advertised in December and awarded in January/February, contingent on permit approval. LSSE will provide residents with requirements for tying in to the system.

Youngblood will re-chip Arch Street under the maintenance bond in the spring. The contract will be closed out in December.

The 2025 CCTV work will be scheduled. The results of the 2024 televising are still being processed, delayed due to a corrupt data file. LSSE will provide the Borough with a service order authorization for the repair work identified by the televising.

SOLICITOR'S REPORT

Solicitor Emily Mueller summarized her activities from the previous month.

Sewer Construction and Assessment Ordinance – Solicitor Mueller summarized the ordinance. A discussion followed. Mr. Glance made a motion that council approve the ordinance as presented. The motion was seconded by Mr. Green and passed unanimously.

MAYOR'S REPORT

Police Contract Renewal and Resolution - Mayor Ford summarized the renewal agreement for the Scott Township police contract, which includes a phased in price increase of 25% over four years. A discussion followed. Mr. Glance made a motion that council approve the agreement as presented and pass a resolution authorizing execution of the agreement. The motion was seconded by Ms. Jackson, and it passed unanimously.

Mayor Ford reported that there were 20 traffic posts, an alarm call, a case of identity theft, and an animal call (deer hit by car). Mayor Ford will coordinate an appreciation lunch for the Scott Police.

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 October 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.

ALCOSAN rate increase resolution – Ms. Falk reported that ALCOSAN is increasing its quarterly service charge from \$23.05 to \$26.80 per account and its usage charge from \$11.92/k gallons to \$12.76/k gallons, effective January 1, 2026. A discussion followed. Mr. Glance made a motion that Council resolve to pass the increased fees through to borough residents to recover the increased costs. Mr. Green seconded the motion, which passed unanimously.

COMMITTEE REPORTS

Code management (Jackson) – Ms. Jackson reviewed code enforcement and zoning activities.

Trash violations: A discussion was held on current trash regulations and how to accommodate challenging property locations and topography. Mr. Glance and Ms. Jackson will continue to explore potential resolutions.

Traffic on Terrace and Edgecliff: A discussion was held on current traffic issues on the Terrace and Edgecliff loop with respect to pedestrian safety, vehicular safety, off street parking, and enforcement. President Robb and Mr. Glance will ask LSSE for a proposal for a traffic study.

Communication/Website (Jackson) – No report.

Community Facilities (Jackson) – No report.

Finance/Grants (Robb) –

Authorization to apply for PIRMA grant – Ms. Falk requested authorization to apply for a PIRMA Loss Control Grant. A discussion followed. Mr. Glance made a motion that Council authorize Ms. Falk to submit an application for the maximum amount of \$5,000 for the Parrish Park Revitalization and Renovation project. The motion was seconded by Mr. Green, and it passed unanimously.

LSA application and resolution: A discussion was held on reapplying for an LSA grant for a forced sewer main project to serve properties located along Winthrop Rd. and Kings Hwy. Mr. Glance made a motion that Council pass a resolution authorizing Ms. Falk to apply for an LSA grant in the amount of \$529,760 for the Winthrop/Kings force main project and designating President Robb and

Borough Secretary Dorothy Falk as authorized representatives to complete the paperwork to facilitate the application. The motion was seconded by Mr. Green, and it passed unanimously. The Borough match of \$132,440 (20%) will be funded through an assessment.

Budget 2026: Ms. Falk reviewed Draft C of the 2026 budget, which incorporated suggestions from the October meeting and updated estimates from the current year financial reports. A discussion followed. Suggested changes will be incorporated into the next draft of the budget for review at the December meeting. Ms. Becker made a motion that Council authorize Ms. Falk to advertise the proposed budget for adoption at the December meeting, which was seconded by Mr. Glance. The motion passed unanimously.

Human Resources (Lear) – No report.

Infrastructure – (Green)

Club Road Force Main Project update – Covered in the Engineer’s report.

Speed hump on Rosslyn: President Robb summarized the proposal from Mele & Mele for installation of a speed hump on lower Rosslyn Road near the pool in the amount of \$9,800. A discussion followed. Mr. Glance made a motion that Council accept the proposal as presented for a speed hump to be installed in Spring 2026. The motion was seconded by Mr. Lear, and it passed unanimously.

Parks/Recreation - (Green) –

Parrish Park playground update – Mr. Green provided an update on the project. The draft site plan and drawings will be completed this week and submitted to the DCNR for approval. Mr. Green reviewed the current playground configuration and cost provided by Yocca Playgrounds, which has been submitted for DCNR approval. A discussion was held about the current shelter. Removal of the shelter will be added as an add alternate to the bid package.

Waste/Recycling (Glance): No report.

OLD BUSINESS

None.

NEW BUSINESS

None.

EXECUTIVE SESSION

Council went into executive session at 8:05 pm to discuss pending litigation. Council came out of executive session at 8:20 pm.

Mr. Lear made a motion that Council authorize President Robb and Mr. Glance to obtain a proposal to remedy the sidewalk at 312 Kings Hwy that is currently out of compliance and to execute said proposal in an amount not to exceed \$12,900. Mr. Green seconded the motion, which passed unanimously.

ADJOURNMENT

Mr. Glance made a motion that Council adjourn the meeting at 8:20 PM, which was seconded by Mr. Green. The motion carried.