

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
October 13, 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 Vashishta Bhaskar (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 Barbara Becker (2025), Jonathan Glance (2025), and Jay Lear (2027).
- 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

Mr. Green made a motion to accept the minutes from September 8, 2025 as amended. The motion was seconded by Ms. Jackson and passed unanimously.

PUBLIC FORUM

President Robb opened the floor to those wishing to speak.

Residents Jesse and Nyra Schell were present to observe.

ENGINEER'S REPORT

President Robb reviewed highlights from the monthly report.

SOLICITOR'S REPORT

Solicitor Emily Mueller summarized her activities from the previous month. The sewer ordinance will be advertised for consideration in November.

MAYOR'S REPORT

Mayor Ford introduced Chief Matt Podsiadly and Captain Shawn Kosanovich from the Scott Township Police department. Chief Podsiadly reported that Scott Township Police enjoy working in Rosslyn Farms and summarized changes in the renewal proposal from the previous contract, signed in 2021, which phases in a 25% cost increase over 4 years. A discussion followed. Solicitor Mueller will review the contract and share suggested changes with the Scott Township solicitor in time for Council consideration at the November 10 meeting.

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 September meeting. A discussion followed. Ms. Jackson made a motion that Council approve the disbursements as presented. Mr. Bhaskar seconded the motion, and it passed unanimously.

Real estate tax collection: Ms. Falk reported that the current agreement with Jordan Tax Services to collect the Borough real estate tax ends on December 31, 2025. Jordan has submitted a proposal to renew the contract through December 2029 at the same rate of \$3.50 per property invoice, plus any increase in the 1st class postage rate following December 2026. A discussion followed. Mr. Green made a motion that Council accept the proposed agreement. The motion was seconded by Ms. Jackson and was unanimously approved.

COMMITTEE REPORTS

Code management (Jackson) – Ms. Jackson summarized Harshman’s code enforcement activities from their monthly report. Notices have gone out for property maintenance issues, and hearings have been scheduled for driveway and sidewalk violations. A discussion was held on tightening the language regarding trash issues. This was tabled until the November meeting.

Communication/Website (Jackson) – No report.

Community Facilities (Jackson) – No report.

Finance/Grants (Robb) –

Ms. Falk reported that the Borough did not receive the last round of CDBG grants for the ADA portion of the playground and sidewalk projects. She will reapply and confirm that all supporting documents are included.

CDBG Resolutions - Ms. Jackson made a motion that Council authorize Ms. Falk to reapply for the community development block grants for the ADA portion of the playground project and the sidewalk project, which was seconded by Mr. Green. The motion passed unanimously.

Budget 2026 Ms. Falk reviewed Draft B of the proposed 2026 budget. A discussion followed. Suggested changes will be incorporated into the next draft of the budget for review at the November meeting.

Human Resources (Lear) – No report.

Infrastructure – (Green)

Club Road Force Main Project update – This was covered in the review of the engineer’s report.

Speed hump on Rosslyn: President Robb reported that he is awaiting the updated estimate for the proposed speed hump to be located near the pool on Rosslyn Road.

Parks/Recreation - (Green) –

Parrish Park playground update – Mr. Green summarized the meeting with Dan McDowell (LBA) and Dave Kovac (LSSE) regarding the next steps of the playground project. Drawing production and design development are underway. Play equipment may be purchased by the end of the year to secure current pricing. Weekly Zoom meetings will keep the project moving forward.

Waste/Recycling (Glance): No report.

OLD BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

Mr. Green made a motion that Council adjourn the meeting at 8:50 PM, which was seconded by Ms. Jackson. The motion carried.

EXECUTIVE SESSION

Council went into executive session immediately following the meeting to discuss contract negotiations.