

ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
September 8, 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), 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:** Council members Vashishta Bhaskar (2025) and Jonathan Glance (2025).
- 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 August 11, 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 Tom Bosak requested that Council look into issues regarding trash collection on Edgecliff and Terrace. President Robb will forward an email from Mr. Bosak to all of Council.

Resident Tom Burns inquired about lowering the flag to half-staff on 9/11. Mayor Ford will follow up.

Residents Jesse and Nyra Schell were present to observe.

ENGINEER'S REPORT

President Robb reviewed highlights from the written monthly report: 2025 CCTV work will be scheduled; the Part 2 permit application for Club will be finalized and submitted; a meeting will be held with Youngblood Paving to review the condition of the tar and chip work on Arch; and LSSE will review the condition of borough roads to identify work to prioritize paving to be done in 2026. They suggested that Edgecliff would benefit from a geotechnical analysis.

SOLICITOR'S REPORT

Solicitor Emily Mueller summarized her activities from the previous month.

Proposed ordinance for sewer assessment – Solicitor Mueller summarized the proposed ordinance, which authorizes the construction of a new sewer main and the ability to assess the cost to residents. It is not exclusive to the work being done on Club. The borough engineer will calculate the cost and certify it, and the borough secretary will send out the invoices along with a payment plan application. A discussion followed. Solicitor Mueller will set up a ZOOM meeting with President

Robb, Mr. Glance, Ms. Falk, and representatives from LSSE to finalize the ordinance details. Ms. Jackson made a motion that Council authorize Ms. Falk to advertise the ordinance for adoption pending final solicitor review. The motion was seconded by Mr. Lear, and it passed unanimously.

Assessment – Ms. Falk reported that PennVest offers a low interest financing program for residents connecting to public sewer and water. Up to \$25K can be borrowed for up to 20 years, with current rates as low as 1.75% (2.55% APR). A discussion followed.

MAYOR'S REPORT

Mayor Ford reported that police activity over the last month was minimal and included approximately 15 traffic posts. Scott Police offered to hold a neighborhood information session about scams. They will also do vacation checks if residents notify them of travel plans.

The current police contract with Scott expires at the end of this year. The initial renewal proposal includes increases of 10%/5%/5%/5% over the next four years. Mayor Ford will distribute the proposal for review. They offered to attend the next Council meeting to discuss further.

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 August meeting. She also requested that Council approve an additional disbursement to Northern Lawns for an invoice in the amount of \$8,663 for landscaping at the pool and Community Center. A discussion followed. Ms. Becker made a motion that Council approve the disbursements as presented, including the Northern Lawns invoice. Ms. Jackson seconded the motion, and it passed unanimously.

Franchise agreement renewal: Council reviewed the proposed agreement. A discussion followed. Mr. Lear made a motion that Council accept the proposed agreement and maintain the franchise fee at 3%. The motion was seconded by Ms. Jackson, and it was unanimously approved.

SHACOG salt bid award: Ms. Falk reported that the low bidder for the SHACOG salt bid was Compass Minerals, at a cost of \$88.32 per ton, slightly lower than the current rate of \$88.96 rate charged by Cargill. The terms are also more favorable than those in the current contract, with a minimum obligation of 60% (rather than 80%) of the estimated annual purchase, and an option to purchase up to 140% (rather than 125%) at the contracted rate. A discussion followed. Ms. Becker made a motion that the Borough enter into an agreement with Compass Minerals for road salt at a delivered price of \$88.32 per ton. The motion was seconded by Mr. Lear and passed unanimously.

Pension – Minimum Municipal Obligation for 2026: Ms. Falk reported that the minimum municipal obligation for Rosslyn Farms for its 2026 retirement contribution is \$12,179, using an estimate of \$152,235 for payroll and the current contribution rate of 8%. A discussion followed.

COMMITTEE REPORTS

Code management (Jackson) – Ms. Jackson reviewed the status of current code violations. Solicitor Mueller summarized the process of moving forward with hearings for the sidewalk and driveway citations for the property located at 312 Kings.

Communication/Website (Jackson) – Nothing to report.

Community Facilities (Jackson) -

Ratification of decision to authorize landscaping: Ms. Becker made a motion that Council ratify its decision to authorize landscaping work to be performed by Northern Lawns at the pool garden and at the Community Center for an amount not to exceed \$11,000. The motion was seconded by Ms. Jackson, and it passed unanimously.

Boiler – The new boiler is currently being installed at the Community Center. Ms. Falk has filed an insurance claim under the borough property insurance policy, though it is likely not covered.

Finance/Grants (Robb) –

Ms. Falk reported that the Budget Committee will meet to start budgeting for 2026.

Human Resources (Lear) –

Mayor Ford reported that the Pool Commission felt that the behavior of the lifeguards this summer was too casual at times. The commission will meet to discuss guidelines for guard behavior. A discussion followed.

Infrastructure – (Green)

Speed hump on Rosslyn: Mele has been asked to provide an updated cost proposal for a speed hump on Rosslyn by the pool. A discussion followed. The new speed hump will be installed after the snow plowing season ends but before the pool opens.

Parks/Recreation - (Green) –

La Quatra Bonci proposal playground work – A discussion was held on a LaQuatra Bonci proposal for the design of site and landscape improvements for the playground in Parrish Park. Mr. Green made a motion that Council accept the proposal as presented at a cost of \$12,100. Mr. Lear seconded the motion, and it was approved unanimously.

Waste/Recycling (Glance): No report.

OLD BUSINESS

Dead tree limbs: Trees on borough property have been identified as needing to be removed and/or pruned. Charlie Smith will coordinate getting the work done. Trees and landscaping issues on private property need to be addressed by the property owners. A discussion followed. Notification will be sent to borough residents about general property maintenance issues, including trees, weeds, garbage, etc. A letter from Harshman will be sent to the owners of targeted properties. Mayor Ford will work with Mr. Glance to get a list of addresses and pictures to Ms. Jackson to provide to Harshman.

NEW BUSINESS

None.

ADJOURNMENT

Mr. Green made a motion that Council adjourn the meeting at 8:35 PM, which was seconded by Ms. Jackson. The motion carried.