

## **Borough of Rosslyn Farms**

**April 11, 2011**

**Regular Meeting**

The regular meeting of Council was called to order by President Kathleen Green on Monday, April 11, 2011 at the Rosslyn Farms Community Center. The following members of Council were in attendance: D. Robb; R. Bowen; S. Prevoznak; G. Bell; S. George; and P. McNamara. Also present were Mayor Stover, Solicitor Molinaro and Secretary/Treasurer Maccarone.

### **Minutes:**

Council reviewed and approved the minutes of the March 14, 2011 meeting with corrections. Bowen/Robb unanimous.

Page 2 – TENNIS COURTS – replace “he” with “The Tennis Court Commission”

Page 2 – PRESIDENT’S REPORT – change date from “March 30, 2011” to “April 30, 2011”

Page 3 paragraph 1, change “Dogrell Painting” to read “Doggrell Painting”

Page 3 Tennis Court Fees/Lessons change “Cououncil” to “Council” and change “reccommendation” to “recommendation”

Page 4 paragraph 3, remove “Councilperson Robb asked why the action was taken that requires new property values” and replace with “Councilperson Robb questioned the likelihood that the state legislature would vote for a statewide reassessment”

### **Bills:**

A motion made and seconded to approve the bills in March and to date in April as presented and to include the Yoga instructor fees of \$1,155.00. Robb/Prevoznak, unanimous.

**Opportunity for Citizens to be Heard:** President Green recognized Maggie Jason who asked to address Council. Ms. Jason asked for support of Jennifer Shively who is running for Judge in the Court of Common Pleas in the May election. Both Ms Jason and Ms. Shively have ties to Rosslyn Farms.

### **Mayor’s Report:**

Mayor Stover reported that Police fatalities have increased in the County by 44%. He asked all in attendance that Police must be careful so please be polite and attentive if ever confronted . If you should have a complaint, contact the local Magistrate.

Councilperson Robb thanked the Mayor for his insight and echoed his comments sighting personal experience.

**Report of Borough Council Committees:**

**FINANCIAL REPORT** – Councilperson McNamara gave the financial report and updated Council on Act 32 progress. Jordon Tax Services will have a Web Site up and running soon to address actions and information for conversion of tax collections as required by Act 32 and our taxing district. Employers will also be receiving information from Jordon over the next few weeks.

He also advised that our Rosslyn Farms Web Site has run out of space and will be increased by 50 mb to meet our current needs. He will continue to update Borough information to make it meaningful and timely. He also said that he will be updating our financial reporting and issue a first quarter financial updated report for budgetary review. A question was asked about misc income reported. Councilperson McNamara responded that approximately \$29,000 of the misc. income was the receipt of grant money for the Tennis Court project.

**ROADS/SEWERS** – Councilperson Prevoznak reported that the Road Department completed the repair of a sink hole on Rosslyn Road aided by a private contractor. The sink hole was caused by a sanitary sewer line break causing erosion around the break. The sewer line had been incased in rock and gravel fill as well as concrete. This configuration had caused the line to break.

Councilperson Robb informed Council that a resident at 26 Club Rd was interested in tapping into the new proposed force main to be constructed by Mr. O'Toole. Solicitor Molinaro advised that once the force main is accepted and a properly executed construction agreement is in place, the resident will need to request a tap-in, pay the required fee, and make arrangements with the Borough for proper inspection.

**PARKS** – Councilperson Bell will discuss the conditions of the swimming pool with Charlie Smith to set the timetable for pool repairs and future improvements that will need to be planned. He also reported on the activity at the soccer field.

**COG** – President Green represented Council at the COG meeting in the absence of Steve George. She reported that the COG annual meeting will be held and that Councilperson George will attend. The annual COG Golf outing will be held on Monday June 20 at the Fort Cherry Golf Club. COG is soliciting sponsors for Hole signs or donating door prizes. Also, 16 of the COG members supported the Police Shared Training program.

**COMMUNITY CENTER** – Councilperson Bowen informed Council that Charlie Smith had completed the painting of the Second Helping shop. Lifeguard interviews will be held on the last Thursday of the month. Charlie is looking for part time workers for the Road Department. Chief Fischio submitted four applications for part time police officers. The Personnel Committee met this morning and reviewed the Uniform Allowance policy with the employees.

**TENNIS COURTS** – Councilperson Robb reported that a punch list of items must be completed by April 29<sup>th</sup> before the Tennis Courts can be opened. The punch included lengthen the railing by about 4 inches at each end. Also, the removal of burrs on the railing for safety. Councilperson Bowen asked if the Tennis Court is satisfied with the drainage at the courts. David Robb responded yes but there is some surface water on the courts. Also, ground drainage may need to be slightly improved by a grading change to improve runoff.

**OTHER COMMITTEE REPORTS** – Councilperson George addressed property maintenance issues. He would like to have a committee meeting with the other members of the committee, S Prevoznak and K Green. They agreed to meet to discuss the direction of the committee and presentation of recommendations to Council. Councilperson George will coordinate.

**PRESIDENT'S REPORT** – President Green reported that we have received approval of a grant to move forward with the adoption of an ordinance addressing the Airport Area corridor hazard plan. She also commented that in the past we had budgeted for construction of a new Road Department shed and asked Councilperson McNamara if that budgeted item had carried over into the current year. The original budget was for about \$5,000 for a shed to house equipment and tools to keep them dry and secure. After review of the current budget, Councilperson McNamara said that there is \$4,800 budgeted. Councilperson Prevoznak commented that late summer is generally the slowest time for the Road Dept. and would be the best time for constructing a shed. Pat McNamara will review the budgeted item for future discussion.

**Business before Council:**

Tennis Court Fee Schedule and Rules – Councilperson Robb distributed a proposed fee schedule and Rules for review. After general discussion and clarification that there will be no restrictions for Court times between members, District Schools and the YMCA, it was suggested that language be added requiring approval by Tennis Commission for requested use.

A motion was made and seconded to adopt the fee schedule and rules as presented and amended for the suggestions requiring approval. McNamara/Bowen, unanimous.

Portable Storage Unit Regulation Ordinance – President Green had circulated information on fees being assessed for storage units in the area. The fees were approximately \$44 to \$55 per month for the smaller units. The proposed ordinance would include language to allow the use of a portable storage unit for a period of 10 days without a permit. An extension may be permitted upon request. Councilperson George suggests that this be included on the agenda for the property maintenance committee to discuss for recommendations to Council.

E G Channel – The request by Carlynton asking for RF approval to create an educational channel was discussed. This request was submitted to all municipalities within the

Carlynton School District. President Green pointed that Crafton would not sign the agreement to designate Carlynton. The agreement for an educational or government channel must be with the Cable Franchises and Comcast and not with the school district. It is not clear to Council how this agreement will work. President Green will contact Carlynton School District to see if a member of their staff can attend a future meeting to review their proposal.

**Employee Drug and Alcohol Policy** – Councilperson Bowen presented a written drug and alcohol policy for Borough employees.

A motion was made and seconded to adopt the drug and alcohol policy as presented. Bowen/George. Council had a number of questions about employees included in the testing requirement. Seasonal employees/under 18 years of age, such as pool guards, other part time employees, etc. Would an underage employee require the permission of a parent or guardian for testing? Susan Prevoznak pointed out that her child working of a private pool management company that hires guards was not required to take a D & A Test. Council continued a general discussion. Solicitor Molinaro was not aware of policies of other municipalities. He stated that the policy as written requires all employees to comply with a drug and alcohol test. A council member asked if the definition of temporary employee could include full time employees over a temporary or uncertain period of time. As a result of many questions, Roy Bowen made a motion to rescind his original motion and Steve George seconded the rescission of the motion, unanimous.

**Rosslyn Road and Revere Road Storm Sewer** – Councilperson Prevoznak updated Council on the Storm Sewer passing under the Fernandez house on the corner of Revere and Rosslyn Roads. A metal detector was used to determine the approximate location and depth of the manholes. Gateway Engineers will be asked to prepare a plot plan for an easement. Solicitor Molinaro stated that we would need a letter of agreement for the right to enter the homeowner's property to locate and raise the manholes. He suggested taking pictures of the area that would be disturbed in order to document the damages that would need to be cured.

A motion was made and seconded to authorize Solicitor Molinaro to prepare a right of entry agreement and authorize its execution by the proper Borough officials. Prevoznak/McNamara, unanimous.

**Solicitor's Report** – Solicitor Molinaro informed Council that the O'Toole force main agreement is ready for signature. Mr. O'Toole will provide a cash bond.

A motion was made and seconded to authorize the proper Borough officials to execute the O'Toole Force Main Developers Agreement and Addendum to the Agreement. Bowen/Prevoznak, unanimous.

The planning module required for commencement of the project has not yet been approved. David Robb asked if there is anyway we can help the O'tooles expedite the construction since the planning module has not yet been approved? Solicitor Molinaro

commented that if the project is not approved, we have a pipe in the right of way that is not used.

Secretary's Correspondence – Secretary/Treasurer Maccarone asked for authorization for signing a one year extension for the COG negotiated Bulk Salt contract with Morton Salt which requires for our request for extension prior to the expiration date of the contract.

A motion was made and seconded to authorize Sec/Treas Maccarone to send a letter requesting extension of our Morton Salt Contract for one year at the same terms. Prevoznak/McNamara, unanimous.

Council adjourned to Executive to discuss personnel and legal issues relating to the Employee Retirement Plans.

The Regular meeting of council was reconvened.

Council voted to authorize the borough's solicitor to contract with Attorney Joseph Rudolph, Reed Smith, to provide a written opinion to amend the employee pension plans to change the contribution rate by the borough, not to exceed \$1,700 in fees. (Bowen/McNamara; 5 yes; 2 no). Council also voted to hold check #14061, payment to Attorney Randy Rhoades, until further review of the charges. (McNamara/Bowen; Unanimous).

Following a motion to do so, the meeting was adjourned (Bowen/McNamara).

Submitted by Secretary/Treasurer Maccarone.

  
Kathleen Green - Council President

  
Samuel A. Maccarone - Borough Sec./Treas.