

Borough of Rosslyn Farms

August 8, 2011

Regular Meeting

The regular meeting of Council was called to order by President Kathleen Green on Monday, August 8, 2011 at the Rosslyn Farms Community Center. The following members of Council were in attendance: D. Robb; R. Bowen; 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 July 11, 2011 regular meeting of Council as submitted. Bowen/George, unanimous.

Bills:

A motion was made and seconded to approve the submitted bills in July and to date in August plus a CC Center cleaning/Magnum Cleaning for \$150 and a Pool Party refund/Pulford for \$50. Bowen/McNamara, unanimous.

Opportunity for Citizens to be Heard:

President Green recognized Robin and Ann Fernandez of 11 Revere Rd who asked to address Council on the matter of the storm sewer on their property. They expressed their desire to work with the Borough to resolve the issue. They told Council that they have consulted with a company to correct the blockage without invasive action. He expressed a desire to share the cost with the Borough. He said that they could take control of the project to minimize the cost to the Borough. Their engineer will be available next week. They reiterated the fact that they would like to work with the Borough to resolve the issue as cost effectively as possible. President Green added that we have a scheduled meeting in August if their engineer can give us a report/proposal to review for the meeting.

Councilperson Robb asked the Fernandezs if they understand that the Borough would need to have an easement on their property during the process. Mr. Fernandez said that he understands. Solicitor Molinaro informed them that we would have to have any report by Wed or Thurs before the meeting date to prepare and post the agenda. Mr. Fernandez said that he hopes to have the engineers report to Council by the end of this week or the beginning of next week.

Mayor's Report: Mayor Stover reminded Council and all in attendance that the Borough has a 'no solicitation' ordinance. A permit is required in advance for anyone

wishing to canvass the Borough. The police will issue the permit only after an application is completed and a background check reviewed.

The Mayor also said that he has been communicating with the Fire Chief who will be evaluating all fire hydrants to see if they meet performance and availability standards. The Mayor said that the Fire Chief will visit a Council meeting sometime in the future to discuss these issues and answer questions.

Report of Borough Council Committees:

FINANCIAL REPORT – Councilperson McNamara gave the monthly financial report. He also included a six month review of the Budget. We have spent approximately half of the budgeted sanitary sewer reserve, not including the loan repayment. The new Borough truck has not been delivered, so we have not investigated interest rates for a new loan.

Councilperson McNamara also gave Council an update on Act 32.

He also reported on changes to the Borough web site. He has removed, per G Bell, information referencing pool parties until advised by the swimming pool committee at a later date. He will also work toward including information and applications for building permits, as well as introduce the Borough Logo to the site.

Councilperson D. Robb asked if we have received any update on the real estate tax assessment program required of Allegheny County? Solicitor Molinaro reported that he had received a letter from Ira Wiess informing him that the deadline for reassessment of property in the County will probably not be met due to Allegheny County's lack of response.

ROADS/SEWERS – Councilperson Robb reported that the O'Toole's Planning Module is awaiting Alcosan review and approval. Secretary/Treasurer Maccarone presented the letter that he had received from Alcosan. David Robb asked that the letter be forwarded to Bryan Flaugh of Gateway Engineers and KAG Engineering. The Alcosan letter indicated that the new line flows would be acceptable in dry weather while still not sufficient in wet weather.

PARKS – none

COG – none (summer recess)

COMMUNITY CENTER – Councilperson Bowen reported that the painting of the Community Center exterior is underway and that the paint matched perfectly.

TENNIS COURTS – Councilperson Robb reported that we have made final payment to the contractors for the reconstruction of the tennis courts. It will be necessary to send a final report to DCNR before we can receive the final funding of our State grant.

OTHER COMMITTEE REPORTS:

Maintenance/Zoning Code - Councilperson Steve George said he will set up a meeting with Kathleen Green and Susan Prevoznak to move forward on recommendations to Council.

Misc Issues – Councilperson Bowen asked if a building permit had been issued to a resident building a retaining wall. President Green said that a permit may have been issued. Councilperson McNamara commented that it is possible that a permit is not required. Mr. Bowen reported that litter dumped in Borough including empty beer cans had been traced to a Thornburg address and was handled well by Police Chief Fischio. Our new part time street employee is working out well.

President Green commented that the Community Center looks great.

Business before Council:

A. Portable Storage Units – Secretary/Treasurer Maccarone received correspondence from Allegheny County noting recommendations for our POD ordinance. The recommendations included placing fees in a resolution and not in the ordinance and extending the POD rules to other than R zoning for disaster use. President Green asked that Secretary/Treasurer Maccarone circulate the letter to all council members to review for next meeting.

B. Ordinance #373 to amend Sec 148-23 of Article VI.

Councilperson Robb summarized the purpose of the changes to clarify the ordinance. Allegheny County rules and regulations pertaining to this issue apply and have applied in the past. This statement will alert anyone reading our ordinance that they should also reference the County rules and regulations.

A motion was made and seconded to adopt Ordinance #373 amending Sect-23 of Article VI of the Borough Codification. Bowen/McNamara, unanimous.

C. Proposed ordinance to adopt revisions to Employee Policy Manual.

A motion was made and seconded to advertise for an ordinance to adopt a newly revised Employee Personnel Manual at the September meeting of Council.

D. Approval of SHACOG road salt contract. The contract was approved at the August meeting of Council and needs to be signed by the appropriate Borough officials.

E. Community Center Exterior Painting Project.

A motion was made and seconded to authorize up to an additional \$1,500 needed for soffit and fascia not included in the original Community Center exterior painting project. Bowen/Robb, unanimous.

F. Community Center Palladian Window Project – Acceptance of bid from Horn Corp for the Window Restoration Project Base Bid 1 of \$29,812.00. Two bids were received. Gunton Corporation Base Bid #2 in the amount of \$48,940
Horn Corp Base Bid #1 in the amount of \$29,812

At the Community Center meeting, our architects, Glance and associates recommended that we accept Base Bid #1 from Horn Corp. There are sufficient funds in the Community Center reserves to fund this project.

A motion was made and seconded to award the Community Center Palladian Window Project to Horn Corp and accept their Base Bid #1 in the amount of \$29,812.00. Bowen/George, unanimous.

Secretary/Treasurer was directed to issue the award letter and process the contracts. Solicitor Molinaro advised to have Horn Corp issue an insurance certificate as instructed in the contracts.

F. Building Inspection and Code Enforcement Services.

BIUI representative, Dan Felton, advised that he has mailed certified 'notices to comply' for the outstanding complaints. Secretary/Maccarone has yet to receive copies of the notices. He will request the copies from Mr. Felton.

A draft intergovernmental agreement was received from Greentree Borough Manager David Montz to provide Inspection and Code Enforcement Services through their Department. Council will need to review and discuss this option. Secretary/Treasurer Maccarone will contact Mr. Montz to schedule a meeting to review the administrative issues under such an agreement.

G. Misc.

A motion was made and seconded to authorize the appropriate Borough officials to sign the Cargill Road Salt Contract which was bid and accepted through SHACOG. Robb/McNamara, unanimous.

Solicitor Molinaro advised Council that any amendment to the Borough's pension plan effective for 2012 should be made by the new 2012 Council members. After discussion, Solicitor Molinaro changed his recommendation since the plans would have to be amended prior to the end of 2011 to be in effect by January 1, 2012.

Community Center Automatic Door Opener/CDBG. Secretary/Treasurer Maccarone was directed to request an extension of time to accept the reduced CDBG until we are able to obtain an estimate of the cost.

Secretary/Treasurer was directed to solicit a quote from the COG Care health insurance program recommended by Charwest COG.

President Green adjourned the regular meeting into Executive Session to discuss personnel and benefit issues.

The regular meeting of Council was reconvened.

A motion was made and seconded to advertise for an ordinance amending the Rosslyn Farms Uniform Employee Pension Plan adjusting the rate of contribution to 8% to be effective as of January 1, 2012. Bowen/George, unanimous.

A motion was made and seconded to advertise for an ordinance amending the Rosslyn Farms Non Uniform Employee Pension Plan adjusting the rate of contribution to 8% to be effective as of January 1, 2012. Bowen/George, unanimous.

A motion was made and seconded to adjourn the regular meeting of Council. Bowen/McNamara.

Submitted by Secretary/Treasurer Maccarone.


Kathleen Green - Council President


Samuel A. Maccarone - Borough Sec./Treas.