

## **Borough of Rosslyn Farms**

**October 10, 2011**

**Regular Meeting**

The regular meeting of Council was called to order by President Kathleen Green on Monday, October 10, 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 September 12, 2011 regular meeting of Council. Bowen/Bell, unanimous.

### **Bills:**

President Green introduced Jonathon Glance. Mr. Glance was contracted by the Borough to coordinate the bidding and construction of the Community Center Palladian Window project. He confirmed the \$18,000 first payment to Horn Corporation was appropriate since they had completed the required amount of work for the initial phase of the contract.

A motion made and seconded to approve the submitted bills in September and to date in October. Bowen/McNamara, unanimous.

Councilperson Steve George informed members the \$500 check to COG was for police officer shared training. Last year eighteen municipalities participated. Rosslyn Farms did not participate because the allocation was equal for all municipal police departments regardless of the number of police on the force. Steve thinks it may be unfair. Mayor Stover said that even though we did not pay the prior year, our police officers did participate in some of the shared training. He also commented that some training in other areas is priced at a base price plus additional per participant.

### **Opportunity for Citizens to be Heard:**

Engineer Bryan Flaugh was recognized and informed Council that all documents relating to the O'Toole Force Main project included in the Planning Module have been reviewed and approved by Gateway Engineers.

He also reported that Engineer Joe Sites had issued the final letter of approval for completion of the Tennis Court construction project.

### **Mayor's Report:**

Mayor reported that the Police Department had ordered 2 vests at a cost of \$500 and we will receive a grant that will reimburse us for 50% of the cost. He also explained why Police officers request ID from all occupants of a vehicle when the vehicle is stopped.

### **Report of Borough Council Committees:**

**FINANCIAL REPORT – Councilperson McNamara** gave the Financial Report. He also discussed the Budget Review Process and timeline for completion, advertising, and passing a 2012 Budget. He explained that our Borough will not be receiving the new property tax valuation from the County until the middle of 2012. Therefore, our current budget process would have to include estimates which can change significantly when the valuations are released and appealed.

Sec/Treas Maccarone gave a report on the Act 32 status after he had attended a meeting conducted by our Act 32 committee and Jordan Tax Services. Jordan is recommending that municipalities send out notices to all residents explaining Act 32 and to include a form that can be submitted to their employers giving their employer information they will need to comply, collect and submit earned income tax to the correct tax collection region.

Sec/Treas Maccarone reported that Pennsylvania announce that there will be a one year bump up in shared funds to municipalities for retirement plan liabilities.

**SOLID WASTE CONTRACT – Councilperson Bowen** reminded that our contract will expire in June. He suggested that our bid specs for the new contract may want to include requiring two men on the truck expediting collection. There is no consistency for pick up times for solid waste or recycling. He believes that the lower bid cost savings was not worth the loss of service.

Councilperson Bowen also clarified that Police Chief Fischio's final day of work will be August 31, 2012.

**BUDGET – Councilperson McNamara** reviewed some items that will affect our budget:

Storm sewer issues

Our road loan will be retired in October 2012

He would like to have a preliminary Budget completed for the meeting on October 24 and a final budget on Nov 28 so that we can advertise and put the budget on the December meeting agenda for adoption.

**ROADS/SEWERS – Councilperson Prevoznak** reported that a new hose for the leaf vac was purchased for \$700. Charlie will be on vacation in October. Utility company tree contractors are back in the Borough trimming and removing trees.

The road department will also be requesting proposals of the removal of dead trees on Borough owned property many of which are ash trees. She informed council that the new truck has not been delivered but will hopefully be here within the next 4 weeks. Secretary Treasurer Maccarone volunteered to investigate the delay.

Councilperson Prevoznak continued the discussion about storm sewers. A clogged line on Withrop road causing erosion of soil on a Resident's yard has been solved by installing approximately 60 feet long and 6 feet deep sewer line.

Councilperson Robb reported that he had attended a 3 Rivers Wet Weather meeting. Speakers indicated that storm sewers laws may be changing requiring municipalities to make needed repairs and initiate an operation and management plan going forward. The estimated cost of repairs for the region would be 3 to 4 billion dollars for municipalities that will only be able to afford about \$2 billion. How will we pay for these necessary improvements?

He noted that Crafton may be the Site of a Sanitary Sewer storage facility. Also, ACHD has reviewed our O & M plan and it appears to be in compliance.

**PARKS – Councilperson Bell** reported on the proposed memorial sliding board and that the community committee coordinating the efforts is trying to collect more money.

**COG – Councilperson George** gave the COG report. Speakers at the COG meeting discussed the property tax appeal process that may have an option for a formal versus an informal appeal. Also, the new salt contract is in place.

He also learned at the meeting that Western PA may be losing 2 House of Representative seats as a result of the Census.

The COG is also considering a contract with a local Computer IP Company to offer services to COG municipalities.

**COMMUNITY CENTER – President Green** reported that the Community Center window restoration should be completed by the end of the week.

**TENNIS COURTS – David Robb** said that he is meeting with Kathy Frankl of DCNR for a final inspection of the tennis court project before filing the final close out report. The project was funded by \$33,000 obtained through CDBG grants coordinated through the COG, \$70,000 obtained through a DCNR grant and the balance through Tennis Court funds and individual contributions.

#### **OTHER COMMITTEE REPORTS –**

**Property Maintenance –** The committee consisting of Steve George, Susan Prevoznak, and Kathleen Green will be meeting soon.

**Grants –** David Robb advised that a grant is available from the Gaming Economic Development Fund for projects greater than \$500,000. Applications are due by October 28, 2011. Matching contributions are recommended but not required. Susan Prevoznak thinks it must be used for recreational facilities. Council discussed whether to consider submitting an application.

**Handicap Access Automatic Door for Community Center** – Secretary/Treasurer Maccarone asked Council to confirm their decision to reject the CDBG received for the purchase and installation of an automatic door opener for the Community Center. President Green responded that the CC Committee decided that there would always be someone present to open the doors when the CC is open and that it would not be necessary.

**Business before Council:**

Council asked Secretary/Treasurer to notify Nyra Schell of the requirements for tap in to the Borough Sewer System.

A Motion was made and seconded to adopt ordinance #'s 374 & 375 modifying the Borough Employee Personnel Manual. Bowen/George, unanimous.

Roy Bowen requested that Sec/Treas prepare 20 copies of the newly adopted Employee Personnel Manual for distribution and signing by employees.

David Robb announced that the O'Toole Force Main Planning Module has been completed. The final approval will be delayed until the O'Toole's submit payment to the Borough as required in the signed agreement.

Sec/Treas Maccarone will contact David Montz, Borough Manager of Carnegie, to set up a meeting to discuss administrative issues dealing with an intergovernmental agreement for Building Inspection and Code Enforcement services.

Solicitor Molinaro will be making some minor changes to the Easement Agreement with Attorney Fives for the Fernandez Property.


Council adjourned to executive session at 9:30 PM to discuss Personnel issues.

10:00 PM the regular meeting of Council was reconvened.

Their being no further business, the meeting was adjourned.

Submitted by Secretary/Treasurer Maccarone.

  
Kathleen Green - Council President

  
Samuel A. Maccarone - Borough Sec./Treas.