

Borough of Rosslyn Farms

November 14, 2011

Regular Meeting

The regular meeting of Council was called to order by President Kathleen Green on Monday, November 14, 2011 at the Rosslyn Farms Community Center. The following members of Council were in attendance: D. Robb; R. Bowen; S. Prevoznak; G. Bell; Steve George and P. McNamara. Also present were Mayor Stover, Solicitor Molinaro and Secretary/Treasurer Maccarone.

Minutes:

Council review and approved, by motion, the following minutes with corrections as noted below:

October 10, 2011 with corrections: Bowen/McNamara, unanimous.

Page 3, Tennis Courts change \$33,000 to \$33,640 and \$70,000 to \$73,300

Page 4, Business Before Council: Ordinance Number added #376

Page 4, Business Before Council, Para 4: The final approval changed to, *Council queried whether approval should be delayed until the O'Toole's submit payment to the Borough as required in the signed agreement and the question asked of the Borough Solicitor.*

October 24, 2011, Bowen/Bell, unanimous.

Bills:

After a question by Councilperson Bowen regarding the status of the truck loan and comment by Councilperson McNamara that the loan should be approved, a motion was made and seconded to approve the October/November bills to date as submitted for review plus the payment of (2) two \$50 gift certificates to Police officers who provided free training to our Police Department as requested by Mayor Stover, Bowen/Bell, unanimous.

Opportunity for Citizens to be Heard:

President Green recognized Jim Ahlborn, Territory Manager of A & H Equipment who asked to address Council to give a status report on the purchase and delivery of the Borough Truck. A & H will be the up fitter of our truck which was purchased through Hondru Ford in Eastern Pa through the state piggyback provisions. He reported that the truck was delayed as a result of a tire shortage due to the tsunami in Japan that slowed production and delivery of truck tires contracted. The truck is now finished and due for shipment. Jim hopes to receive the truck in the next two weeks. He hoped to complete the after factory additions within two weeks of receipt of the truck and deliver to the Borough.

Mayor's Report:

Mayor Stover reported that officer Scott Kercher accepted the annual AAA Community Traffic Gold Award presented to the Rosslyn Farms Police Department. The award recognizes exemplary service by an officer in community services and traffic safety.

Report of Borough Council Committees:

FINANCIAL REPORT – Councilperson McNamara gave the October Financial Report. He also reported that the Borough mailed Act 32 letters to all residents of the Borough. The Borough Web site was updated for Act 32 and to correct the Borough email address.

ROADS/SEWERS – no report

PARKS – no report

SOLICITOR – Peter Molinaro advised that his bills relating to the O'Toole force main can be released from the O'Toole escrow to the Borough general fund.

COG – President Green represented the Borough at the October COG meeting.

COMMUNITY CENTER – President Green reported that the Palladium window painting has been completed and the contractor was very responsive and maintained a good relationship with us during the project. They will need to install the custom storm windows which should be completed by the end of the month.

TENNIS COURTS – Councilperson Robb reported that the tennis courts have been closed for the season and the nets have been removed. He met with Secretary Maccarone and Missi Busch from Sam's office to review the final accounting for the recently completed construction project. A final report will be sent to DCNR to close out the grant and release the final payment. Also, we will be receiving the CDBG funds from COG. The final amounts received should be approximately \$33,000.

OTHER COMMITTEE REPORTS –

President Green reported that the Property Maintenance Committee has met and will be meeting to move forward with maintenance recommendations.

Councilperson Bowen reported that he has collected the signed acknowledgement of receipt from all employees for the newly adopted personnel manual. The acknowledgements were given to the Secretary's office to be placed into the employees' personnel files.

PRESIDENT'S REPORT –

President Green reminded Council that the Boroughs' reorganization meeting will be held on Tuesday January 3, 2012 since the Monday January 2nd required date is being celebrated by most as the official New Year's day holiday. The meeting will commence at 7:30 PM with reorganization and swearing in of newly elected officials.

Business before Council:

Solicitor Molinaro advised council members that, commencing in 2012 the State minimum contract amount requiring bidding will increase from \$10,000 to \$18,500. Submitted by Secretary/Treasurer Maccarone.

President Green announced that Council will be working toward completing changes in the Portable Storage Ordinance for amendment.

A motion was made and seconded to approve a new user fee schedule for the Community Center as recommended and submitted by the Community Center Committee. Bowen/McNamara, unanimous.

David Robb questioned the difference in user fees for social vs. meeting uses. President Green explained that the Committee differentiates between community service use vs. a social use in the fee schedule commencing January 1, 2012.

A motion was made and seconded to approve the increase in the Solicitor's hourly rate to \$165.00 commencing January 1, 2012. Bowen/George, unanimous.

A motion was made and seconded to approve the increase in the Secretary's monthly rate to \$1,400. McNamara/Bowan, unanimous.

Councilperson McNamara presented Council with the truck loan comparisons. His recommendation to council was First Commonwealth loan for \$33,000 at an interest rate of 2.35 % plus a one-time fee of \$250.00.

A motion was made and seconded to accept the truck loan of \$33,000 from First Commonwealth Bank for a three year term at an interest rate of 2.35%. Bowen/Prevoznak, unanimous.

Options for Police Department Services - Mayor Stover, Councilperson David Robb and Chief Fischio have been meeting to review contracts of other municipalities who have contracted for police services. They have also prepared a compilation of the current services provided by our Police as well as a time table which would include a request for proposal for contracted services and a determination by Council to either contract

services or hire a new police chief and maintain our own police department. It will be important to maintain consistency of services in order to compare any proposals we would receive. We will need to begin having conversations with other police departments who provide contract services.

The time line will be an important aspect in dealing with contract service providers and Rosslyn Farms citizens.

Solicitor Molinaro suggested that the best person to contact would be the Contractor's municipal manager, since the managers generally have more control and insight into contract discussions. He suggested that both the municipal manager and Mayor should be contacted.

David Robb requested and received approval to share the preliminary timeline to inform citizens and other municipalities of our intent. Councilperson McNamara suggested that we question police forces who contract out their services of what and how they would like us to delineate services in a request for proposal.

Council discussed which police forces we should approach. President Green suggested we start with those who we share a common border. We may also have newspaper coverage which might stimulate the interest of other contractors.

Solicitor Molinaro urges the Borough to discontinue personal services offered by police to residents.

Council members agreed to authorize the committee to approach and communicate with other municipalities about the potential to contract police services and better understand the services they each currently provide their own communities.

Solicitor pointed out that 2012 is a reorganization year, and some of the people you talk to now might not be here after reorganization. The process is also affected by changes in Rosslyn Farms Council.

President Green commented that we have a very tight time line.

Budget Review – Councilperson McNamara led a budget review of his distributed draft budget.

Secretary Treasurer Maccarone was asked to contact our insurance company to determine any potential increase in truck insurance for the new truck.

Healthcare costs will also be a factor. Secretary Maccarone is in the process of obtaining optional costs.

The budget review will continue at the Council Meeting of November 28, 2011.


President Green announced that Council will proceed to Executive Session to discuss matters that might lead to litigation.

The regular meeting of Council was reconvened.

There being no further business, the meeting was adjourned.

Submitted by Secretary/Treasurer Maccarone.


Kathleen Green - Council President


Samuel A. Maccarone - Borough Sec./Treas.