

**MINUTES OF DUBLIN BOROUGH  
COUNCIL MEETING  
MONDAY, FEBRUARY 11, 2019**

- 1. CALL TO ORDER:** The February 11, 2019 meeting of Borough Council was held in Borough Hall at 119 Maple Avenue, Dublin, PA. Council President, Jeffrey Sharer, called the meeting to order at 7:30 p.m.

**ELECTED OFFICIALS PRESENT:**

|          |                 |             |
|----------|-----------------|-------------|
| Mayor:   | Chris Hayes     |             |
| Council: | Jeffrey Sharer  | Brent Smith |
|          | Matthew Mayes   | Gary Mast   |
|          | John Sherer     | Kent Moore  |
|          | William Benonis |             |

**APPOINTED OFFICIALS PRESENT:**

|                                   |                       |
|-----------------------------------|-----------------------|
| Borough Manager:                  | Angela P. Benner      |
| Borough Solicitor:                | Michael Kracht, Esq.  |
| Borough Engineer:                 | Thomas F. Zarko, P.E. |
| Police Chief:                     | Michael Regan         |
| Fire Chief:                       | Kevin Nugent*         |
| Emergency Management Coordinator: | M. Philip Myers       |

\*Not Present

\*\*Late Arrival

- 2. Pledge of Allegiance:** Mr. Sharer lead the Council and audience in the Pledge of Allegiance.
- 3. Council President Announcements:**
- 3.1. Swearing in of Sarah Liebel, Fire Police:** Mayor Hayes sworn in Sarah Liebel as a Fire Police Officer.
- 4. Public Comment on Non-Agenda Items:** There was no public comment at this time.
- 5. Approval of Minutes:**
- 5.1. Minutes of Meeting of January 28, 2019:**
- MOTION:** Upon Motion by Mr. Moore, seconded by Mr. Mast and unanimously carried, the minutes of the January 28, 2019 meeting were approved as written.
- 6. Payment of Bills:**
- 6.1. Bills List dated February 7, 2019 for \$73,163.05 (all funds):**
- MOTION:** Upon motion by Mr. Mast, seconded by Mr. Sherer, and unanimously carried, the Council approved the Bills List dated February 7, 2019 for \$73,163.05.

**7. Discussion Items:**

- 7.1. Ordinance 321, Dissolution of Borough Authority:** Mr. Kracht stated that the authority was created in 1960 and for number of years the authority owned and operated the sewer plant and water system, but somewhere the operation passed on financial handling of employees and maintenance to the borough. The borough had leased the system from the authority, but the lease had expired in 2004. The last active appointment

of the authority's board was in 2004 and the authority has been inactive and dormant for over 15 years. There are insurance, audit, and maintenance obligations that suggest the borough look at whether or not an authority is needed. One of current issues before the board is the \$4.5 million dollar borrowing for capital improvement projects to the sewer and water systems. The borrowing requires that the Borough own and operate the systems in question and therefore Council directed Mr. Kracht to prepare the proposed ordinance that would dissolve the authority and transfer all assets to the Borough, liquidate the authority, and direct staff to file the paperwork necessary with the State Department and the Bucks County Recorder of Deeds.

**MOTION: Upon motion by Mr. Smith, seconded by Mr. Benonis, and unanimously carried, the Council adopted Ordinance 321, that dissolves and terminates the Dublin Borough Authority as well as authorizes, approves and directs the filing of appropriate certificates of dissolution with the commonwealth of Pennsylvania, directing that all assets of the Dublin Borough Authority be turned over to the Borough of Dublin, giving the proper officials of the Borough of Dublin authority to complete the transactions contemplated by the ordinance.**

**7.2. Ordinance 322; Borrowing Parameters Ordinance:** Mr. Henry Van Blunk, Borough's Bond Counsel, presented Council with Ordinance 322 that sets the Borrowing Parameters for the Borough's \$4.5 million borrowing as required per the Local Government Unit Debt Act of the Commonwealth of Pennsylvania.

**MOTION: Upon motion by Mr. Mast, seconded by Mr. Smith, and unanimously carried, Council adopted Ordinance 322 setting the Borrowing Parameters for their \$4.5 million dollar borrowing.**

Mr. Sharer announced at 7:39 p.m. that Council would be taking a brief recess to sign documents for the borrowing and would resume in a few minutes.

The meeting resumed at 7:52 p.m.

**7.3. Close Out QNB Clock Fund:** Ms. Benner requested approval to close out the Clock Fund. All expenses for town clock going forwarded are to be paid out of the general fund, so the remaining \$230.15 plus interest in the clock fund would be transferred to the General Fund.

**MOTION: Upon motion by Mr. Smith, seconded by Mr. Sherer, and unanimously carried, the Council authorized the Borough Manger to close out the QNB Clock Fund account and transfer the remaining funds into the Borough's General Fund.**

**7.4. Close out PLIGIT Park & Rec Fund:** Ms. Benner requested approval to close out the PLIGIT Park & Rec Fund that has a current balance of \$0.05. Ms. Benner stated that she believes it was never closed out when the Borough stopped using it in the past and just needs to get formal approval to close it out.

**MOTION: Upon motion by Mr. Smith, seconded by Mr. Mast, and unanimously carried, the Council authorized the Borough Manger to close out the PLIGIT Park & Recreation Fund and transfer the \$0.05 to the PILGIT Highway Aid Fund.**

**7.5. Authorization to Advertise Ordinance 323:** Ms. Benner stated that Ordinance 323 would amend the utility collection policy to address second time offenders; reduce the frequency of the application of penalties; and provide the manager some additional discretion with establishing payment plans.

**MOTION: Upon motion by Mr. Mayes, seconded by Mr. Sherer, and unanimously carried, the Council authorized advertisement of Ordinance 323 amending the policy and procedures for collection for water, sewer and trash services.**

**7.6. Authorization to Advertise Bid Documents for Kern Drive Interceptor Project:** Mr. Zarko stated that the bidding documents pertaining to the kern Drive Sanitary Sewer Interceptor Relining Project have been completed. The work to be performed in conjunction with this project generally includes the relining of approximately 1,038 linear feet of 12" diameter VCP sanitary sewer interceptor line by cured-in-place inversion lining to address inflow/infiltration (I/I) issues that were previously identified as part of the investigative activities performed in conjunction with the Borough's ongoing I/I Reduction Program.

**MOTION:** Upon motion by Mr. Mast, seconded by Mr. Benonis, an unanimously carried, the Council authorized advertisement of the Bid Documents for the Kern Drive Interceptor Project.

**8. Borough Official Reports:**

**8.1. Dublin Fire Company:** Mr. Myers presented the Dublin Fire Company Report for January 2019.

**8.2. Mayor:** There as no report at this time.

**8.3. Borough Manager:** Ms. Benner presented the Manager's Report for January 2019.

**8.4. Chief of Police:** Chief Regan provided the Police Report for January 2019.

**8.5. Borough Engineer:** Mr. Zarko presented the Engineer's Report for January 2019.

**8.6. Borough Solicitor:** There was no report at this time.

**9. Committee Reports:** There was no committee reports at this time.

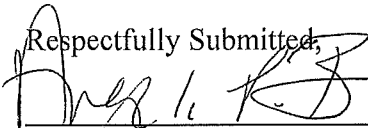
**10. Other Business:** There was no other business at this time.

**11. Public Comment:** Carol Shultz, of Maple Avenue, expressed how glad she was to see pot holes being filled in at the Dublin Village Shopping Center (DVSC). Ms. Benner provided an update stating she provided locations where the No Parking Fire Zone signs should be posted at the DVSC and was told it would be handled immediately. Mr. Mayes suggested that Council put a time frame on Mr. Homel for when he should come back to Council with an agreement for moving forward with his requested land development waiver. Mr. Mast brought up concerns about the lack of ADA ramps at the property and wants to see that enforced. Mr. Kracht stated that the Borough can't enforce ADA requirements unless the property goes through land development. Mr. Kracht stated that a land development agreement and escrow agreement was sent to Mr. Homel who expressed concerns with the agreements. Mr. Kracht has since responded to Mr. Homel and his attorney recommending that they refer to the Municipalities Planning Code wherein the Borough's obligations with regard to a Land Development are set out and also indicated that the entirety of the project is a public improvement and will need to be guaranteed by an appropriate escrow should Mr. Homel wish to proceed. Mr. Kracht stated that at this time he has not heard back from Mr. Homel or his attorney. Mr. Sharer added that unless Mr. Homel's escrow is current, no further action should be taken by staff.

**12. Comments from Council Members:** There were no comments from council at this time.

**13. Adjournment:** Upon motion by Mr. Smith, the meeting was adjourned at 8:29 p.m.

Date Approved: 2/05/2019

Respectfully Submitted,  
  
 Angela P. Benner,  
 Manager/Secretary/Treasurer