

**MINUTES OF DUBLIN BOROUGH COUNCIL MEETING
MONDAY, MARCH 9, 2015**

CALL TO ORDER: The Monday March 9th Council Meeting was held in Borough Hall at 119 Maple Avenue, Dublin, and called to order at 7:30 p.m. by Council President Jeffrey Sharer. The Pledge of Allegiance was recited.

ELECTED OFFICIALS PRESENT

Mayor:	Chris Hayes *	
Council:	John Munley *	Jamie Priester *
	Robert Pavlek	Brent Smith *
	Jeffrey Sharer	Gary Mast
	Matthew Mayes	

APPOINTED OFFICIALS

Borough Manager:	William Wert
Borough Solicitor:	Michael Kracht, Esq.
Borough Engineer:	Thomas F. Zarko, P.E.
Police Chief	Brian Lehman
Fire Chief	Kevin Nugent

* Not present

**late arrival

VISITORS REGISTERED: J.D. Hohenwarter – 100 N. Main Street, Dan Rymdeika – 114 Deep Run Road, Eugene Miller – 138 Rickerts Road.

COMMUNITY COMMENTS: None.

MINUTES OF PREVIOUS MEETING – February 23, 2015: After some discussion, **ON A MOTION** by Robert Pavlek, seconded by Gary Mast, all present voted in favor to approve the minutes of the February 23rd, 2015 Council Meeting. **Motion carried 4-0.**

MARCH 6, 2015 BILLS LIST: Mr. Wert presented to Council for approval the current bills list dated March 6, 2015.

Questions were raised regarding who the new auditor is for the Borough and their billing process. Mr. Wert responded that Styer is the new auditor and they use progress billing. Mr. Wert also explained that all bills for snow removal have been received through the recent storm on Thursday March 5th. Currently the Borough is \$9,500 over budget year to date for snow removal services.

After some discussion and questions, **ON A MOTION** by Gary Mast, seconded by Matt Mayes, all present voted in favor to approve the Bill List of the February 23, 2015. **Motion carried 4-0.**

BOROUGH OFFICIALS REPORTS:

1. **Dublin Fire Company:** Dublin Fire Chief Kevin Nugent submitted to Council a written report for Dublin Fire Company for the month of February. It was reiterated that the 100 year Anniversary is coming up and that the Borough can begin advertising on social media as soon as possible, especially in light of the road closure.

2. Mayor: No Report.
3. Borough Manager: Mr. Wert presented some highlights from his written report as follows;
 - a) Bucks County Planning Commission Report: Mr. Wert provided Council with a copy of the 2014 Annual Report of BCPC Review Activity from the Bucks County Planning Commission.
 - b) PACC Notes: Mr. Wert provided copies of the meeting notes from the February Pennridge Area Coordinating Committee. It contains information regarding proposed legislation from Senator Chuck McIlhinney to amend current tax laws that would treat municipalities the same as non-profit conservancies with regard to Real Estate Transfer Tax exemption. This information packet also has a draft resolution for Council to consider if so inclined to support this amendment either tonight or at the next Council meeting.
 - c) Supplee Park Phase II: The project is out to public bid and proposals are due by March 16th. Tom Zarko's office will review and anticipate making a recommendation to Council at their March 23rd meeting.
 - d) Hazard Mitigation Plan: Every four years Counties are required to update the Hazard Mitigation Plan. Mr. Wert attended the kick-off meeting on Tuesday, March 3rd with the Borough's Emergency Management Coordinator, Phil Meyers. There will be additional meeting in the coming months. Council action will be required later this year as the plan is finalized. Dublin's participation in the planning process is required if the Borough is to remain eligible for FEMA/PEMA relief funds from natural and man-made disasters. More info coming in the future months.
 - e) 139 North Main Street (Bishop's Garage): Mr. Wert received word from Dennis Bishop that the Pa DEP has required him to install three (3) ground water monitoring wells for they will release the site as remediated. They will be in place for a minimum of 18-24 months.
 - f) 120 Mill Street - TCE Site: Mr. Wert has been contacted by the Environmental Protection Agency (EPA) informing the Borough that they anticipate hosting a public informational session in the coming weeks. The purpose of the meeting is to announce that the EPA is planning on changing the remediation method from a pump-treat-replace the ground water to a pump-remove-retreat method. According to the EPA, the current method of treatment is not working as fast as they would like and as a result, want to change the method to treat the contamination. The EPA will be coordinating the public notices and invitation of property owners. As Mr. Wert obtains further information he will pass it along to Council. The EPA representative assured Mr. Wert the contamination plume is stable and has not increase in size. They just want it to go away quicker and believe this new method would accomplish this goal.

Discussion took place as to what would be covered at the public meeting and any additional cost to the Borough for further treatment. Mr. Wert stated that there would be no additional cost to the Borough.

- g) Professional Training:
 - a. Webinar: Mr. Wert participated in online training webinar titled "The High Cost of Blight" See attached handout.
 - b. APMM – Association for Pennsylvania Municipal Managers: Mr. Wert notified Council that he will be attending the 2015 APMM/NJMMA Annual Conference on May 19-21, 2015. New Jersey is hosting this year's conference.
- h) 313 Road Bridge Replacement Update: No Update.

Additional discussion and questions took place regarding the deteriorating condition of Rickerts Road, on the Bedminster side of Route 313. Mr. Wert asked Council for direction on how to allocate \$20,000 of funds for road repairs that had been set aside for crack sealing in 2014 but has not been spent. By **CONSENSUS**, Council granted authorization to have CKS provide an estimate of cost to repair drainage ditches and road surface by the next Borough Council meeting on March 23rd.

4. Police Chief: Chief Lehman presented a written report for the month of February. The Police Department has received a donation of Narcan kits. The kits contain a device that administers Naloxone to counteract opioids and officers have been trained in their use. The department is currently awaiting an agreement for using the kits. Officer Fries has resigned and will be replaced by a future Police Academy graduate. Chief Lehman will be attending Harley Davidson mechanical training in April to be able to service the Department motorcycle resulting in decreased cost of maintenance to the Borough.
5. Borough Engineer:
 - a. Capital Improvement Projects:
 - 1) Water Meter Replacement Project: By the next meeting it is expected that Mr. Zarko will make a recommendation for the Borough to purchase the water meters for replacement. The installation portion of the project was originally part of COSTARS but now will be bid. An installation contract will follow shortly, with a third quarter installation expected. Both coordination and installation will be done by the subcontractor. The installation should come in slightly higher than budgeted, but the meter cost should be slightly lower than budgeted, so there should be no overall effect on the budget.
6. Borough Solicitor: No Report.

DISCUSSION/ACTION ITEMS:

1. Revitalization and Vision Plan: Lynn Bush from the Bucks County Planning Commission was invited to present a memo she wrote with her thoughts and recommendations for the Historic District Plan and Ordinance. The draft will be sent to the Task Force for their thoughts at their meeting on March 19th. It will then go to the Council for further discussion at the March 23rd meeting. Ms. Bush removed any zoning elements from the Historic District Ordinance to avoid co-mingling and confusion for residents. She stressed that the goal is to come up with a Historic District ordinance that is easy for residents to comply with and understand. The reasons that would trigger a resident needing to come before the HARB are: a building permit, or if their property is visible from the street. Routine maintenance and improvements that cost less than \$2,000 would not cause the HARB to be involved.

In order to simplify the process, all color references have been eliminated from the draft ordinance, and no expensive or detailed architectural plans are required for a project.

There were questions as to what the qualifications and requirements are for a HARB member. Specifically whether they must be a Borough resident, can be a council or commission member, and if they must be an active or retired real estate broker or agent. Also discussed were term limits. Ms. Bush will research and report back to the Council by the next meeting.

Discussion followed regarding demolition and certificate of appropriateness versus a delay of demolition. Avoiding legal battles while discouraging demolition was also brought up. Council questioned whether it's fair that some properties may have a greater burden than others due to being more visible from the road on multiple sides. Ms. Bush explained that the draft ordinance language allows for some leeway in treating each case individually.

Signs are grandfathered and are treated separately under the existing sign ordinance.

Violations and the appeals process were further discussed, with the assumption that the Court of Common Pleas would be the appropriate government entity. Council members expressed concerns about associated costs of implementing the Historic District Ordinance, including Building Inspector fees for HARB meetings. Any changes to the draft ordinance or map will need to be approved by the state.

A CONSENSUS was reached to eliminate all sign language from the draft ordinance. A new draft will be prepared and sent to the Task Force within the next week. After the Task Force provides input, Council will discuss it again at their meeting on March 23rd.

2. **Multi-Modal Grant Application:** Previously it had been decided to reapply for cross-walk project grants to PennDOT and the Commonwealth Financing Authority when the opportunity arose. Mr. Wert updated the Council on the fact that the resubmission deadline is July 31, 2015 and that the parameters of the project have not changed. The cost is \$150,000 and the Borough match is \$45,000.

Mr. Wert asked whether Council would be in favor of applying for a grant to install a sidewalk on Middle Road to connect Main Street to Supplee Park. The estimated cost including grading would be \$250,000 and the project is considered eligible. There was discussion regarding previous similar grants and Borough matches as well as the importance of tying the park in to the community. Council discussed the possible negative perception by some property residents that public funds have been used for improvements on private property. **A CONSENSUS** was reached to generate more ideas, research other sources of grant funding and revisit the topic at a future Council meeting.

ON A MOTION from Robert Pavlek, seconded by Gary Mast, authorization to prepare a preliminary re-submission of the grants for a future meeting was granted. **Motion carried 4-0.**

COMMITTEE REPORTS: None.

OTHER BUSINESS: None.

COMMUNITY COMMENTS: Mr. Rymdeika asked whether property owners in the Borough will have a vote regarding a Historic District Ordinance and District. It was explained that to establish a local Act 167 district, no property owner vote is required. There will be upcoming public meetings to inform residents and get feedback from the public. All property owners will be notified of this meetings.

COMMENTS FROM COUNCIL: None.

ADJOURNMENT: Being no further business, **ON A MOTION** by Gary Mast, Mr. Sharer declared the meeting adjourned at 9:10 pm.

Respectfully submitted,

Date Approved: _____

William Wert,
Manager/Secretary/Treasurer