

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
MONDAY, APRIL 10, 2017**

1. **CALL TO ORDER:** The April 10, 2017 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:	Brian Lehman
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:** There were no announcements from Council President at this time.
4. **Public Comment on Non-Agenda Items:** There were no Public Comments at this time.
5. **Approval of Minutes:**
- 5.1. **Minutes of Meeting of March 27, 2017:** Mr. Moore stated that in the minutes, it indicated that he had stated that the employee manual was ready for council review. This is incorrect, what Mr. Moore had stated was that the employee manual had been revised. Ms. Benner stated that she would make the appropriate correction to the minutes.

MOTION: A motion was made by Mr. Mast, seconded by Mr. Benonis and unanimously approved to accept the March 27, 2017 Minutes as revised.

6. **Payment of Bills:**

6.1. **Bills List dated April 7, 2017 for \$60,595.26:**

MOTION: Upon motion by Mr. Moore, seconded by Mr. Mayes, the Council unanimously approved the Bills List dated April 7, 2017 for \$60,595.26.

7. **Borough Official Reports:**

- 7.1. **Dublin Fire Company:** Mr. Sharer stated that a report for March was supplied in the meeting packet.
- 7.2. **Mayor:** There was no report from the Mayor at this time.

7.3. Borough Manager: Ms. Benner presented her manager's report for March 2017. In her report, Ms. Benner announced that starting this month, Utility Billing will always be billed on the 15th of the month and due the 15th of the following month. Ms. Benner stated that this would help to track payments easier and make it consistent for the residents. Ms. Benner also announced that the Bucks County Planning Commission stated that they would perform a parking study for the Borough as requested and that they would be in touch once they are ready to perform the study. Regarding the crosswalk project, Ms. Benner stated that she has met with two of the property owners that the Borough needs easements for and has spoken with the third property owner on the phone. Once the easements are executed by the property owners, they will come before Council for approval.

7.4. Chief of Police: Chief Brian Lehman presented his Police Report for March 2017. During his report, Chief Lehman stated that the department has the license plate reader installed on one of the police cars and it is working great. Chief Lehman offered to show Council members how everything worked.

7.5. Borough Engineer: Tom Zarko presented the Engineer Report for March 2017. Mr. Zarko provided a crosswalk update stating that bid documents have been reviewed by the County and have been advertised. Bids are due May 2nd and the results will be provided to council. Mr. Zarko also stated that the work was estimated at approx. \$130,000.00 and due to additional improvements required the new cost is estimated at \$150,000.00. If the bids come in at a higher amount than what the grant is for, the Borough can request additional funding through the grant. Mr. Zarko also stated that the Borough was not awarded the DCED Small Sewer Projects Grant during this round. The grant was submitted for the Kern Drive Interceptor Relining project. The funds for the project were budgeted in the 2017 budget, but Council could wait and apply for the 2018 grant funding if they chose to do so. After some discussion, Council agreed that it would be best to reapply for 2018 grant funding in October. Mr. Zarko stated that he would look into why our application was not awarded grant funding so that those concerns could be addressed in the next application.

7.6. Borough Solicitor: There was no report from the Solicitor at this time.

8. Discussion Items:

8.1. Verizon Franchise Agreement – Compliance Review: Ms. Benner stated that as part of the negotiations for the Verizon Franchise Agreement, the hired solicitor Dan Cohen, recommended that municipalities consider performing a compliance review. Ms. Benner stated that the compliance review would look at if Dublin was built out per the current franchise agreement in the time frame stated, reviews fees received to make sure they were received on time and in the correct amount. The compliance review is estimated to cost around \$300.00.

MOTION: A motion was made by Mr. Mast, seconded by Mr. Benonis and unanimously approved to authorize the Borough Manager to participate in the Verizon Compliance review up to a cost of \$500.00.

8.2. Ordinance for No Left Turn: Mr. Kracht stated that an ordinance was revised to reflect No Left Turn Monday thru Friday only during rush hour times heading South on Main Street. Mr. Kracht asked for Council's approval to advertise the ordinance.

MOTION: A motion was made by Mr. Mayes, seconded by Mr. Sherer and unanimously approved to accept the March 27, 2017 Minutes as revised.

8.3. Resolution #2017-04 Fee Schedule Amendment: Ms. Benner stated that per the discussion at a previous meeting the fee schedule has been amended to add a water reconnection fee of \$100.00.

MOTION: Upon motion by Mr. Mast, seconded by Mr. Benonis, the Council unanimously approved Resolution #2017-04 amending the fee schedule to adding a water reconnection fee of \$100.00.

8.4. Recycling Grant: Ms. Benner stated that DEP has issued their 2016 904 Grant Application and Instruction Booklet that has two significant changes. The first change is to not allow material processors and haulers to document the amount of residue they pull from the recyclables delivered to their facilities. DEP argues that the processors and haulers cannot accurately determine where each load of recycling is coming from and thus are unable to apply specific residue rates to specific municipalities. Essentially what this means is that on our recycling grant application will be hit with a 15% residue reduction. The second change is regarding multi-municipal applications, of which Dublin Borough participates in with Plumstead Township, East Rockhill Township and Hilltown Township. Going forward in order to continue to participate in a multi-municipal application, all participating municipalities must adopt a uniform ordinance that compliance. Ms. Benner stated that the Plumstead Township Manager is requesting Board approval to have their solicitor draft the required ordinance. Once an ordinance is drafted Ms. Benner will provide the draft to the Council.

9. Committee Reports:

9.1. Dublin Day: Mr. Mast reported that the committee met at the park prior to Council's meeting and have come up with a layout for the event. Fundraising letters are going out this week and Mr. Mast stated that he is working on obtaining vendors. Mr. Benonis stated that he is working on finding food vendors and will be reaching out to one of the local breweries to see if they would be interested in participating.

10. Other Business: Mr. Smith brought up his concern with the condition of Rickerts Road between Main Street and Elephant Road. Mr. Zarko stated that he would look into what repairs would be needed on Rickerts Road.

11. Public Comment: There was no public comment at this time.

12. Comments from Council Members: Mr. Sharer announced that the Public Hearing regarding the proposed Zoning and SALDO changes (Ord. 312) is being held on Wednesday April 12, 2017 at 7:00 p.m. at the Dublin Fire Station.

13. Adjournment: Upon motion by Brent Smith, the meeting was adjourned at 8:53 p.m.

Respectfully Submitted,

Date Approved: _____

Angela P. Benner,
Manager/Secretary/Treasurer