

**MINUTES OF DUBLIN BOROUGH COUNCIL MEETING
MONDAY, AUGUST 10, 2015**

CALL TO ORDER: The Monday August 10th 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: Florence Rodgers – 114 S. Main Street, Jo Hohenwarter – 100 N. Main Street, Phil Meyers – N. Main Street.

COMMUNITY COMMENTS: None.

MINUTES OF PREVIOUS MEETING – JULY 13, 2015: **ON A MOTION** by Gary Mast, seconded by Jamie Priester, all present voted in favor to approve the minutes of the of the July 13, 2015 Council Meeting. **Motion carried 4-0.**

RATIFICATION OF JULY 24, 2015 INTERIM BILLS LIST: Mr. Wert presented to Council for approval the interim bills list dated July 24, 2015. After some discussion and questions, **ON A MOTION** by Matt Mayes, seconded by Gary Mast, all present voted in favor to approve the Interim Bills List of July 24, 2015. **Motion carried 4-0.**

AUGUST 7, 2015 CURRENT BILLS LIST: Mr. Wert presented to Council for approval the current bills list dated August 7, 2015. After some discussion and questions, **ON A MOTION** by Gary Mast, seconded by Matt Mayes, all present voted in favor to approve the Current Bills List of August 7, 2015. **Motion carried 4-0.**

BOROUGH OFFICIALS REPORTS:

1. **Dublin Fire Company:** Dublin Fire Company President Phil Myers presented to Council a written report for Dublin Fire Company for the month of July. Mr. Myers mentioned that the Annual Carnival is coming up in August and that volunteers are appreciated.
2. **Mayor:** No Report.
3. **Borough Manager:** Mr. Wert presented some highlights from his written report as follows:
 - a. **Borough Hall HVAC:** After three (3) attempts to fix the air conditioner in Borough Hall in recent weeks, staff was informed that the air conditioning compressor is no longer

serviceable. It is Mr. Wert's understanding that the current system (heat and air) are approximately 15-20 years old.

Working with Mike McHugh, Mr. Wert is getting pricing quotes to replace the unit. In communication with various HVAC companies, staff has been advised to replace both systems with a Hybrid AC/Propane system. Essentially this is a high efficiency heat-pump system on top of a propane furnace. The fuel source would utilize the existing propane that supplies the system to control the system in Council Chambers and will allow the Borough to eliminate the use of oil for the old system.

The current proposal is in the amount of \$11,189. Mr. Wert is waiting for a third proposal for a comparable system. The 2015 approved budget appropriated \$7,500.00 in the General Fund Capital Budget to replace the heating system. There was an additional \$7,500 allocated for other building repairs/maintenance that have yet to commence. Therefore a total \$15,000 has been budgeted for Borough Hall. Due to the need for both system replacements, pending better pricing, and if there are no objections from Council, staff will proceed with the attached proposal. The remaining funds allocated for other building improvements will be re-evaluated and any work completed will not exceed the total budgeted amount of \$15,000.

- b. 2014 Dublin Borough Audit: The Borough's appointed auditors Styer Associates have completed the 2014 audited financial statements. Once again it is an unqualified audit. A copy of the full audit is provided at Council's seats. It is also available in the office for the public to review. Staff will be working with the auditors to address the recommendations where applicable as identified in the attached management letters.
 - c. Electric Contract Renewal: The Borough's electric supply contract with Constellation is set to expire at the end of this year. Staff has been receiving daily pricing updates and will continue to monitor the pricing and report back to Council at the September 14th meeting.
 - d. Rickerts Road Temporary Construction Easement: The formal request to permit the Borough to perform the necessary drainage repairs has been executed by Mrs. Moyer. As will be discussed later on the agenda, the sole bid came in too high and staff is recommending rejecting the bid.
 - e. 2016 Budget Schedule: Budget preparations are underway at the staff level. Included for review is an attached schedule for the upcoming budget season. Following the same template as last year, the first Finance Committee meeting is slated for September 28th. All Finance Committee meetings are to occur at 6:30pm before Council meetings unless otherwise advertised.
4. Police Chief: Chief Lehman presented a written report for the month of July. There was discussion and questions regarding maintenance on several vehicles. Plans to replace Car One in 2016 and the longevity and value of the other vehicles in the fleet were also discussed. It was noted that Car One was acquired at no cost and has been in service seven years, while the newly acquired Crown Victoria is expected to last two years and came to the department inspected and with a lot of valuable equipment.
5. Borough Engineer:
- a. Capital Improvement Projects:
 - 1) Residential Water Meter Replacement Project Update: Installations are scheduled to begin this week starting tomorrow. There was only a forty per cent response rate

to the first mailing so a second mailing has been done. The project remains on schedule.

- 2) Supplee Park Phase II: The contractor has completed the erosion and sedimentation controls and has begun construction of the aggregate trail at the northwest side of the park. The contract completion date is October.

6. Borough Solicitor: No Report.

DISCUSSION/ACTION ITEMS:

1. Private Sewer Service Laterals Inspection Draft Ordinance: Questions and discussion occurred regarding increased operating costs and aging of equipment caused by I&I problems in the Borough. Mr. Zarko noted the lagoon is unable to do enough to eliminate the SSO's although the Borough's past efforts have made a significant improvement. Discussion focused on how long the Borough should take to correct the I&I issue, and past measures the Borough has taken to address the problem. It was reiterated that ninety nine per cent of the Borough's system has been inspected. The final steps are investigation of large scale private sewer systems, some private laterals, and corrective measures. These issues have been addressed in the revised ordinance, and a five year grace period for re-inspection upon property transfer has been included.

Difficulty of getting the word out to property owners and title companies about the ordinance requirements was discussed. Mr. Mast stressed there should be a U&O certificate component included to help ensure settlement companies will comply with the ordinance.

The time sensitive nature of the ordinance was emphasized by Mr. Kracht; the preference being for the Borough to report what actions are being taken, with a vote occurring before September 30th. Extra time of at least a week would be necessary to review the draft before being submitted and to advertise it. The use of the language "Use & Occupancy" was discussed in getting the attention of reporting organizations and in compliance.

Questions were posed by a resident as to who is required to have an inspection of their private lateral, and the process involved. It is the homeowner's responsibility to get a certification by a professional including a video inspection submitted to the Borough. Mr. Kracht stressed that this issue has been on DEP's agenda for over a decade. It was also mentioned that DEP strongly advises this process be part of a municipality's I&I reduction program and it is required in other municipalities. Discussion took place involving the timeline for ending the CO&A, fine structure, and the role of SSO's and I&I. The process for ending is unclear as the Borough is nearing the end of the list of items to be done. Also discussed was the EDU ban in place.

Private lateral repair expense is estimated to be approximately \$3,500 to \$5,000. Mr. Zarko noted there are many new cost effective repair methods available. Mr. Mast related that he had obtained lateral inspection quotes from several companies that were significantly higher than the \$150 the DEP had estimated.

A **CONSENSUS** was reached to advertise the revised Private Lateral Inspection Ordinance with a change in language to include "Use and Occupancy".

2. Village Greene Detention Basin Repairs: Mr. Zarko outlined remedial repairs to address problems noted during previous inspection. The proposal includes repair of the basin outlet structure and removal of overgrown vegetation and trees in the basin berm, in order to

maintain structural integrity of the berm. CKS prepared an RFP and received two bids, the low bidder being Passerini Construction. CKS recommended Council engage Passerini Construction to perform the repair at a cost of \$9,350. There were questions and discussion regarding the scope of the work. The berm is intact but the outlet pipe is rotten and the outlet that goes through the berm has fallen off. A portion of the pipe needs to be replaced and there is excavation which will be re-compacted. It was requested that tree stumps be cut flush to the ground to avoid stability issues. The project was budgeted for and remains on budget.

After questions and discussion, **ON A MOTION** by Matt Mayes, seconded by Jamie Priester, all present voted in favor of awarding the contract to Passerini Construction of Perkasee in the amount not to exceed \$9,350. **Motion carried 4-0.**

3. **Rickerts Road East Repairs-Bid Rejections:** The Borough received bids for the first phase of the project for construction of a drainage swale and piping improvements along the southerly side of the road. One bid was received, the cost of which significantly exceeded the pre-bid construction cost estimate. High cost and lack of bids are believed to be due to a high level of local construction activity. Recommendation is to reject the bid and release it again later this fall when construction activity is lower. The bid should be released in late August or early September to be completed by October or early November so grass can grow. Questions and discussion ensued about problems of putting the project off until spring of 2016. Mr. Wert stated the Borough runs the risk of incurring additional water damage to the road if the project is delayed. The easement time limit is sixty days from date of commencement of award.

After questions and discussion, **ON A MOTION** by Gary Mast, seconded by Jamie Priester, all present voted in favor of rejecting the bid of \$38,787 from S&H Landscaping of Chalfont, for the Rickerts Road Drainage Improvement Project. **Motion carried 4-0.**

ON A MOTION by Gary Mast, seconded by Matt Mayes, all present voted in favor of authorizing re-advertisement of the bid for Rickerts Road East Drainage Improvements in late August or early September. **Motion carried 4-0.**

4. **PennDOT Paving & Pothole Repair Agreement:** Mr. Wert presented to Council for consideration, an agreement from PennDOT involving pothole and paving repairs. PennDOT has recently had difficulty with completing timely repair of potholes in the spring. In the past there was no mechanism in place with PennDOT for municipalities to make pothole repairs on state roads. Therefore PennDOT has created an agreement with municipalities, authorizing them to make minor repairs on state roads using state approved materials such as cold patch. In exchange for the Borough performing the work, PennDOT will pay \$342.84 per ton of materials used. It was noted that PennDOT has been responsive to Dublin Borough in the past and the Borough can still wait and let PennDOT do the repairs. Mr. Kracht believed the contract is generally acceptable.

After discussion, **ON A MOTION** by Matt Mayes, seconded by Jamie Priester, all present voted in favor of authorizing preparation of any and all documents necessary to execute the PennDOT Pothole Repair Agreement. **Motion carried 4-0.**

5. **Fire Police Request-Sellersville September 20, 2015:** Mr. Wert presented to Council a request from Sellersville Borough for Fire Police assistance on Sunday September 20, 2015 – 7:00 am through 7:00 pm for traffic control duties for Pennridge Gallery of the Arts.

ON A MOTION by Matt Mayes, seconded by Jamie Priester, all present voted in favor to approve the request for assistance. **Motion carried 4-0.**

COMMITTEE REPORTS: The first Finance Committee Meeting will be held September 28. Mr. Mayes stated he would be interested in sitting in on these public meetings to become more familiar with the subject matter. It was discussed that with several members leaving soon, it is a good idea for others to learn more about the issues. The vacancy on the ballot was discussed briefly.

OTHER BUSINESS: None.

COMMUNITY COMMENTS: None.

COMMENTS FROM COUNCIL: None.

ADJOURNMENT: Being no further business, **ON A MOTION** by Gary Mast, Mr. Sharer declared the meeting adjourned at 8:50 pm.

Respectfully submitted,

Date Approved: _____

William Wert,
Manager/Secretary/Treasurer