

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
TUESDAY, OCTOBER 11, 2016**

1. **CALL TO ORDER:** The October 11, 2016 meeting of Borough Council was held in Borough Hall at 119 Maple Avenue, Dublin, PA. Council President, Jeff Sharer called the meeting to order at 7:30 pm. The Pledge of Allegiance was recited.

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:	William Wert
Borough Solicitor:	Michael Kracht, Esq.
Borough Engineer:	Thomas F. Zarko, P.E.
Police Chief:	Brian Lehman
Fire Chief:	Kevin Nugent *
Emergency Mgmt. Coordinator:	M. Philip Meyers

* Not present

**late arrival

2. **VISITORS REGISTERED:** Rod & Carol Shultz – 100 N. Main St., Florence Rodgers – 114 S. Main St., Phil Meyers
3. **COMMUNITY COMMENTS:** None
4. **APPROVAL OF MEETING MINUTES: September 26, 2016:**

- a. Mr. Wert presented draft meeting minutes from the last meeting for Council's consideration.

After some discussion, **ON A MOTION** by Gary Mast, seconded by William Benonis, all present voted in favor to approve the September 26, 2016 Council meeting minutes. **Motion carried 5-0.**

5. **APPROVAL OF BILLS LIST: October 7, 2016:**

- a. Mr. Wert presented the current bills list for Council's consideration. After some discussion with the budget and questions, **ON A MOTION** by Brent Smith, seconded by Matthew Mayes, all present voted in favor to approve the Bills List of October 7, 2016. **Motion carried 5-0.**

6. **BOROUGH OFFICIALS REPORTS:**

a. Dublin Fire Company:

- i. Phil Meyers reviewed a written report for the month of September totaling 31 calls. Mr. Meyers stated it was a busy month.

b. Mayor:

- i. No report.

c. Borough Manager: Mr. Wert provided Council with a written report as follows:

- i. TCE Update: The Borough's Special Council, Seth Cooley, in conjunction with Hydrogeologist, David Fennimore, and Tom Zarko prepared formal written comments on October 4, 2016 in response to the Pre-Remedial Design Work Plan (attached). Greg Voigt of EPA intends to send a response letter back explaining how the Borough's comments will be addressed in the PRDI work plan in the coming weeks. Mr. Wert will continue to update Council as these progresses.
- ii. Utility Bill Amnesty Letters: A total of forty-seven (47) courtesy amnesty letters were mailed last month under Michael Kracht's signature to current account owners that have delinquent utility balances greater than thirty (30) days (\$80,663.38).

To date, this letter has resulted payments totaling \$16,903.

Seven (7) account owners making contact expressing interest in entering a payment plan agreements. After initial payments of \$8,087.69, the new outstanding balance on payment plans is \$12,356.49.

Sixteen (16) accounts paid off outstanding balances in full to the amount of \$8,370.56.

As was discussed last meeting, Michael Kracht filed nine (9) Complaints in District Court (highlighted in yellow on the attached report) on Friday, October 07, 2016.

- iii. Supplee Park CFA Grant Audit: In November, 2013, the Borough entered into contract #C000056058 in the Greenways, Trails, and Recreation Program with the Commonwealth Financing Authority (CFA). As a requirement of the CFA Grant Contract, the Borough was required to have a 3rd Party Audit performed on the grant funds to close out the project. The contract provided funding for construction costs related to the Supplee Park Project. The total amount of the project was \$330,088 with \$250,000 funded by CFA. The remaining \$80,088 matching provision was funded by the

Borough utilizing funds from the General Capital Fund. The Borough's appointed auditors, Styer Associates completed this audit (attached) and are pleased to report this is a clean audit with no findings.

- iv. T-Mobile Cell (water) Tower Lease Amendment: The Borough has received notification from representatives of T-Mobile that they wish to begin discussions to extend the original lease agreement dated March 9, 1998 with the First Amendment. T-Mobile is currently owned by Metro PCS Pennsylvania, LLC. The proposal states this Amendment automatically extends the terms for six (6) additional and successive five (5) year renewal terms. They are also proposing monthly rent payments of \$1,520 per month with, what appears to be, an automatic escalator effective on the first day of each successive Renewal Term, to an amount equal to twelve percent (12%) of the Rent for the immediately preceding Term. Michael Kracht and Mr. Wert are reviewing the proposal and will report back to Council.

It is Mr. Wert's recommendation to Council the Borough should seek similar terms as the last cell tower lease that was renewed in 2014, which were three (3), five (5) year renewal periods totaling 15 years and \$2,500 monthly rent with a 3% annual escalator.

- v. Pa DEP Consent Order & Agreement Private Lateral Inspections: As required from the CO&A, the Borough is obligated to perform a 3rd round of Private Lateral Inspection Program to confirm that there are no illegal connections to the sanitary sewer system (i.e. sump pumps, roof drains, etc.) that could allow potential I/I to enter the sanitary sewer system. Letters were sent out to 167 property owners throughout the Borough last week. To date, 63 appointments have been scheduled and inspections started on Thursday, October 6, 2016.
- vi. Supplee Park Pavilion Community Painting Project: The "Community Paint the Pavilion Party" occurred on Sunday, October 9th. At the time of this report, a total of 19 volunteers committed to assist in the painting project. In addition, neighbor and professional painting contractor, Kyle Peters provided great assist by spray painting the gable ends and first coat. Mr. Wert would like to publicly thank the Dublin Lions Club for their \$500 donation to offset supply costs, Kyle Peters of "Painting By Kyle", and all the volunteers that came out to complete this project.
- vii. Borough Intersection Stop Bar & Line Striping: The installation of new thermoplastic line striping and stop bars at the three (3) traffic signals, Cobblestone at Deep Run, Middle at Maple, and Mill Street and Cherry were completed on October 1st.

- viii. Correspondence (attached): Pennridge Area Coordinating Committee Notes – September 22, 2016 Meeting.
- ix. Jeffrey Sharer questioned if a building permit is need to remodel a bathroom. Mr. Wert stated a permit is needed.
- d. Police Chief: Chief Lehman presented his written report. On October 22nd from 10:00am until 2:00 pm the department will be participating in the National Prescription Drug Take Back Program sponsored by the Bucks County District Attorney's Office to be held at the Dublin IGA Foodstore located at 161 North Main Street.
- e. Borough Engineer:
 - i. Tom Zarko reported he reached out to PennDOT regarding the vehicle obstruction at the intersection of Main Street, Elephant Road, and Maple Avenue that was discussed at the last meeting. PennDOT stated there is a "Do Not Block the Box" pavement marking that could be installed at the intersection.

After some discussion and questions, By **CONCENSUS**, Council agreed to table until the next road painting is scheduled.
 - ii. Tom Zarko reported he did the layout for the Twin Oaks pump station fencing and it needs to be pushed farther out to install the equipment and the plantings. The original cost of the fence was \$4210.00 and the new cost is \$4610.00.

After some discussion and questions, **ON A MOTION** by Brent Smith, seconded by Gary Mast, all present voted to agree to the additional \$400.00 needed for the fence installation located at the Twin Oaks pump station. **Motion carried 5-0.**
 - iii. Tom Zarko reported there is a problem with the surface of the basketball court at Supplee Park and it needs to be resurfaced. The contractor is going to mill off the old blacktop, reinstall the blacktop, and recoat the surface at no cost to the Borough.
 - iv. Tom Zarko reported the lateral inspections are being done in conjunction with the agreement and this year's status report has been completed and sent to the DEP. The biggest highlight is there has not been a SSO at the two problem manholes for 28 months which is significant.

- v. Jeff Sharer questioned the schedule of the private lateral video inspections. Tom Zarko stated they have been difficult with lack of rain, contacting property owners, and issues with the contractor's equipment. They are considering using different equipment in the future and a new contractor will be used.

f. Borough Solicitor: No report.

7. **DISCUSSION/ACTION ITEMS:**

- a. Resolution 2016-09: Grant Application to PA Small Water and Sewer Small Projects to Improve Public Water Supply and Sanitary Sewer Systems. Mr. Zarko stated this is a new grant program and the applications are due at the end of the month. It addresses water and sewer projects including sanitary sewer rehab projects.

After some discussion and questions, **ON A MOTION** by Matthew Mayes, seconded by William Benonis, all present voted to approve Resolution 2016-09 for the Grant Application to PA Small Water and Sewer Small Projects to Improve Public Water Supply and Sanitary Sewer Systems in the amount of \$110,000.00. **Motion carried 5-0.**

- b. Dublin Fire Police Request: Bedminster Township October 15, 2016. Mr. Wert stated a request has been received from Bedminster Township for Fire Police assistance for October 15, 2016 Strides for Mission 5K Run/Walk.

After some discussion and questions, **ON A MOTION** by Gary Mast, seconded by Brent Smith, all present voted in favor of the request for Fire Police assistance. **Motion carried 5-0.**

8. **COMMITTEE REPORTS:**

- a. Finance – Brent Smith announced the Finance Committee met prior to the Council meeting and discussed the possibilities of hiring another full time officer. Also stated the budget process is still on schedule.

9. **OTHER BUSINESS:** None.

10. **COMMUNITY COMMENTS:** None.

- 11. **COMMENTS FROM COUNCIL:** Matthew Mayes stated there seems to be a major swale in the road where Old Saddlebrook Road and New Saddlebrook Road connects and the Borough Staff needs to investigate the issue.

- 12. **ADJOURNMENT:** **ON A MOTION** by Matthew Mayes, Jeffrey Sharer declared the meeting adjourned at 8:27 pm.

Date Approved: _____

Respectfully submitted,

William Wert,
Manager/Secretary/Treasurer