

**MINUTES OF DUBLIN BOROUGH COUNCIL MEETING
MONDAY, JANUARY 12, 2015**

CALL TO ORDER: The Monday January 12th 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: Rod Schultz – 100 North Main Street, Florence Rodgers - 114 South Main Street.

COMMUNITY COMMENTS: None.

MINUTES OF PREVIOUS MEETING – December 15, 2014: After some discussion, **ON A MOTION** by Brent Smith, seconded by Gary Mast, all present voted in favor to approve the minutes of the December 12th, 2014 Council Meeting. **Motion carried 6-0.**

JANUARY 9, 2015 BILLS LIST: Mr. Wert presented to Council for approval the current bills list dated January 9, 2015.

Questions were raised regarding the water accounts that the Borough did not have a read on. Mr. Wert responded that those accounts were caught up with in this most recent water billing and those corrections have been made for the previous ones that were not read and are reflected in the current bills list. There is only one apartment complex that has not gotten back to the Borough. All the other ones have been paid and caught up.

A concern was raised regarding the Finance Committee and why, during the last 3 or 4 years, has the income gone down even though rates have been raised. Mr. Wert responded that this was addressed at the last Finance Committee Meeting. It will be put on the agenda for a future Finance Committee meeting.

Due to the fact that the expenses for sewer operations went down by 24%, a thank you was extended to Tom Zarko, Mike Sullivan from Private Utility Enterprises and Borough Staff for a job well done.

After some discussion and questions, **ON A MOTION** by Brent Smith, seconded by Gary Mast, all present voted in favor to approve the Bill List of the January 9, 2015. **Motion carried 6-0.**

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 December. Mr. Nugent added that the Dublin Fire Company is entering their 100th Anniversary year starting January 1st and have been serving the Borough for 100 years now.
2. Mayor: No Report.
3. Borough Manager: Mr. Wert presented some highlights from his written report as follows;
 - a. Deputy Tax Collector: The appointment of Sue Snyder (Sellersville elected Tax Collector) as deputy tax collector to Susan Paff as required by a new state law needs Council approval and is included in Resolution 2015-01 later on this agenda.
 - b. Revitalization and Vision Plan Update – Task Force Meeting: Co-Chairs Chris Hayes and Eugene Miller of the Revitalization & Vision Plan Task Force will be holding a Task Force Meeting on Thursday, January 15, 2015, at 7:00 pm. The purpose of the meeting will be to: recap last year's efforts; provide the group with a status of the Historic District; and discuss goals for 2015 to present to Council for consideration.
 - c. 2014 Budget Year End: Included in the Council packets please find the year end Treasurers Report and Budget YTD report for 2014 for your review. The differences between the Treasurers Report year balances and the proposed budgeted beginning fund balances for 2015 are the result of outstanding checks written in 2014 that did not clear and additional revenue received after the budget was adopted and prior to December 31st.
 - d. Water Meter Replacement Project: The Borough has a meeting schedule for later this week with Tom Zarko and Mike Sullivan to begin coordinating the water meter replacement project as was approved in the 2015 Capital Budget. On-going updates will be provided to Council regarding the projects status. It is anticipated that the purchase of the meters will go through a State contract and it will be approximately six weeks before the meters are available. In that time frame, notification to the residents that this program is coming and the setting up of appointments to coordinate the program begins.
 - e. Business Closures: The Children's Cloths Outlet and the X-Stream Media TV provider have closed their doors at the end of December resulting in vacancies in the building on North Main Street.
 - f. Sheriff's Sales Scheduled: None.

Matt Mayes raised a question regarding the equipment removal for the permit under review for the Metro PCS cell cabinet. Mr. Wert stated that he will research the details of the lease and report back to Council.

4. Police Chief: Chief Lehman presented a written report for the month of December.
5. Borough Engineer:
 - a. Capital Improvement Projects:
 - 1) Twin Oaks Pumping Station – Influent Screening Improvements: All work associated with the project has been completed. Positive feedback was received from operators concerning the effectiveness of the new system.
 - 2) 2014 Sanitary Sewer Rehab Project: The work completed to date includes the roof treatment and the manhole repairs. The joint testing and grouting repairs are about

30% complete. All of the remaining work should be completed by the end of next week.

Questions were raised concerning the Twin Oaks fence issue which will need to be revisited, and the street seal coating project, which is being put off until the spring. The contractor is on standby and ready to go but the temperatures are not cooperating.

6. Borough Solicitor: No Report.

DISCUSSION/ACTION ITEMS:

1. Sludge Hauling Contract: The sludge hauling contract for liquid sludge hauling and disposal for the treatment plant is scheduled to expire mid February. The current contract had a one year term. Mr. Zarko's office had prepared bid documents for a new contract. They included options for a one year contract with unlimited tanker capacity, a one year contract with a 4,000 gallon tanker limit, and a five year contract with unlimited tanker capacity. The Borough had received bids for the contract on December 18th. A total of three bid proposals were received. Mr. Zarko's office reviewed the bid proposals received and the references and qualifications of low bidder under each bid option were found to be in order. It is recommend that Council award either the one year or five year options based upon unlimited tanker capacity to the following contractors at the low bid prices: For the one year contract, it would be Franc Environmental at a cost of \$78.45 per 1,000 gallons. For a five year contract option it would be McGovern Environmental at a cost of \$84.50 per 1,000 gallons. The decision is whether you want to lock in the price for long term. The \$84.50 is about a .6 percent increase over what the Borough is paying now, \$84.00 per 1,000 gallons. There is a little bit of savings under the Franc proposal but there is no guarantee that when it goes out to bid in subsequent years that it would be cheaper.

In answer to a series of questions, Mr. Zarko stated the following:

- The way the contract is written, there is no potential increase in fuel surcharges. These are the numbers the contractor has to live with regardless of what might happen to fuel prices going into the future.
- The cost of Mr. Zarko's services to put the contract out to bid are about \$1,500.00, as well as the cost for advertising and such. So, if the five year deal was approved, the Borough would potentially save 4 times the fee, approximately \$6,000.00.
- 432,000 gallons of sludge is the estimate of what is removed in a year. Based on last year's quantity, it was about 36,288 at \$84.00 per 1,000 gallons.
- On the last two contracts that the Borough bid, the cost actually went down. The three contracts before that on average went up 8% each time and less was being hauled. Two years ago the Borough was doing de-watered sludge and liquid sludge. The Borough changed operations at the plant and liquid sludge is all that is being done. The quantity has increased and that did not affect the pricing.
- Other than petroleum costs moving this market, there is the labor, the cost of personnel to drive the trucks. There are always issues with the receiving facility. If regulations change, there may be more stringent requirements and the contractor would have to absorb those costs as well.

After some discussion and questions, **ON A MOTION** Robert Pavlek, seconded by Brent Smith, members Pavlek, Smith and Mayes voted to approve the one-year liquid sludge transportation and disposal contract with unlimited tanker capacity to Franc Environmental at \$78.45 per 1,000 gallons. Members Sharer, Mast and Priester voted NAY. Motion was tied 3-3 and failed.

After additional discussion and questions, **ON A MOTION** by Gary Mast, seconded by Jamie Priester, Members Mast, Priester, Smith and Sharer voted in favor of the five-year liquid sludge transportation and disposal contract to McGovern Environmental at \$84.50 per 1,000 gallons. Members Pavlek and Mayes voted NAY. **Motion carried 4-2.**

2. **Resolution 2015-01 – Acknowledgement of Professional Appointments, Officials, Depositories, Check Signers and Appointments of Delegates to Dublin Borough Boards, Commissions and Committees:** Mr. Wert presented a quick overview of Resolution No. 2015-01. The affirmation of the appointments of who served and in what capacity is something that is done every year with the reorganization. There is only one term expiring at the end of 2014 for the Zoning Hearing Board. That was Kent Moore's term. Mr. Wert spoke to Mr. Moore last week and Mr. Moore is willing to be reappointed for another 5 year term. The Council committees, as well as the one year appointments for the PACC, Discover Dublin are included and are the same as they were last year. If there are any changes to be made with those appointments before approving the resolution it can be discussed with Council.

A question arose as to the consolidation of Keystone Collection Services to collect the EIT, LST and Per Capita taxes. Mr. Wert stated that he will look into that further and report back.

After some discussion and questions, **ON A MOTION** by Robert Pavlek, seconded by Matt Mayes, all present voted in favor to approve Resolution 2015-01. **Motion carried 6-0.**

COMMITTEE REPORTS: None.

OTHER BUSINESS: None.

COMMUNITY COMMENTS: None

COMMENTS FROM COUNCIL: Mr. Mayes commented on the horrific condition of the potholes in the Borough and asked if it was possible to spray some fluorescent paint around the hole if one of the craters opens up on the state road so that people can avoid it. Mr. Wert stated that the Borough may not be able to do that, especially on PennDOT roads. Mr. Wert will look into the issue.

ADJOURNMENT: Being no further business, **ON A MOTION** by Matt Mayes, Mr. Sharer declared the meeting adjourned at 8:18 pm.

Respectfully submitted,

Date Approved: _____

William Wert,
Manager/Secretary/Treasurer