

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
MONDAY, SEPTEMBER 12, 2016**

1. **CALL TO ORDER:** The September 12, 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:** Ann Kuznicki – Dublin TEC, Donald Richardson – Dublin Lions, Rod & Carol Shultz – 100 N. Main St., Rob Loughery – 1128 Slotter Road, Perkasi, Dan Rymdeika – 114 Deep Run Road, Florence Rodgers – 114 S. Main St., Dennis Bishop – 139 N. Main St., Adam Servin – 128 N. Main St., Bob Pellegrino – 136 S. Main St., Scott Phinney – 105 N. Main St.

3. **COMMUNITY COMMENTS:** None

4. **APPROVAL OF MEETING MINUTES: August 8, 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 Kent Moore, all present voted in favor to approve the August 8, 2016 Council meeting minutes. **Motion carried 5-0.**

5. **APPROVAL OF BILLS LIST: August 19, 2016 and September 9, 2016:**

- a. Mr. Wert presented to Council for ratification the bills list dated August 19, 2016. After some discussion and questions, **ON A MOTION** by Kent Moore, seconded by Gary Mast, all present voted in favor to ratify the Interim Bills List of August 19, 2016. **Motion carried 5-0.**

- b. Mr. Wert presented the current bills list for Council's consideration. After some discussion and questions, **ON A MOTION** by Matthew Mayes, seconded by Kent Moore, all present voted in favor to approve the Bills List of September 9, 2016. **Motion carried 5-0.**

6. BOROUGH OFFICIALS REPORTS:

- a. Dublin Fire Company:

- i. Phil Meyers reviewed a written report for the month of August totaling 10 calls. Mr. Meyers thanked the Chief, Police, and everybody who helped out at the carnival. It went very well. Mathew Mayes stated the people that were used were very professional and gave his compliments to Mr. Meyers.

- b. Mayor:

- i. Mayor Hayes announced he met with Senator McIlhinney on August 25, 2016 in regards to: License plate readers for the Police for purchasing with the potential opportunity with LCB Grants, sidewalks from Route 313 to the park with multi modal grants, Route 313 traffic study, road repairs in the Borough with reference to PennDOT multimodal grants, and repairs and maintenance to the sewer plant.

Mayor Hayes also stated that Senator McIlhinney made asked if the Borough would entertain conversations with Bucks County Water and Sewer to purchase the sewer system. Matthew Mayes asked if additional information can be obtained from other municipalities who are using their services that may help the Borough make their decision. Gary Mast stated he would rather see the Senator work on business for the Commonwealth and not broker a meeting that they can broker themselves, and they can start that discussion at any time. Jeff Sharer stated it is okay to start the conversations.

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

- i. Borough Well Testing for PFCs: As Mr. Wert reported at Council's meeting on July 11th, the Borough's wells were tested for Perfluorinated Compounds (PFCs). The Borough received the test results for the sampling of three (3) public wells and I'm pleased to report all of the results are significantly below the EPA revised health advisory of 70 ng/L. (parts per trillion). Well #3 (Meadow Lane) had the combined result of 9.6 ng/L (parts per trillion). The results for Well #1 (tower) and Well #5 (shopping center) were non-detectable readings shown as <4.0 and <2.0. It is Mr. Wert's understanding that the compounds at this level are so microscopic that the current testing technology is not advanced enough to

obtain readings lower than 4.0 and is reported as such. This information will be posted on the Borough's website with annual water quality reports.

- ii. Dublin Acres Water Connection: Correspondence with Ms. Lori Myers of Dublin Acres HOA continues. Their ongoing concerns revolve around the tapping fee collections, individual billing and metering. They've asked if Council could review this matter and consider as a single unit, with a set tapping fee for usage of an average of 8,000 gallons per day. Mr. Wert asked them to provide this formal request in writing so that it could become an agenda item at a future meeting.
- iii. TCE Update: The Borough's Hydrogeologist, David Fennimore, Tom Zarko and Mr. Wert met with representatives from EPA and USGS on September 8, 2016 to discuss the draft workplan in advance of preparing written comments on the workplan. The EPA has agreed to extend the Borough's response period to October 5, 2016. It was the consensus of the attendees that the proposed work plan needs to be separated into two (2) phases: Phase 1 - identify the location of the plume currently, than Phase 2 - design the appropriate pump and treat system based on the data obtained in phase one (1). The EPA also wants to include another private well survey to ensure all private wells in the original plume have been properly identified and abandoned. Mr. Wert will continue to update Council as it progresses.
- iv. Supplee Park Pavilion Community Painting Project: The "Fresh Paint Days Pennsylvania" grant application submitted by Discover Dublin and the Dublin Lions Club to repaint the large pavilion in Supplee Park was not selected for funding. However, the Dublin Lions Club has graciously approved funding for the supplies estimated to be \$500.00. As a result, in coordination with Discover Dublin and Dublin Lions, Sunday, October 9, 2016 has been tentatively scheduled as the "Community Paint the Pavilion Party". Once confirmed, solicitation for volunteers will go out to any/all interested groups and individuals. The Council members thanked Mr. Richardson who was in the audience.
- v. 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 is scheduled to be completed by September 23rd. It was clarified the Middle Road stop bar will be done.
- vi. 2015 Dublin Borough Audit: The Borough's appointed auditors Styer Associates have completed the 2015 audited financial statements. Once again it is an unqualified audit. A copy of the full audit is provided at your 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 management letters.

- vii. Borough Credit Cards: Mr. Wert provided a report on Credit Card, E-Check payment processing through 9/9/16. To date, a total of 16 transactions have been completed resulting in \$4,386 received.
- viii. Utility Bill Amnesty Letters: A total of forty-seven (47) courtesy amnesty letters (attached) were sent out 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 in three (3) account owners making contact expressing interest in entering a payment plan agreements (\$1,840.98) and two (2) account owners making full payments via online credit card payments (\$1,692.44).
- d. Police Chief: Chief Lehman presented his written report. Gary Mast asked about the social media message that came out to Borough residents and if it was successful. Chief Lehman stated it was successful since they had a rash of attempted thefts from motor vehicles. Fortunately, people are locking their vehicles. Kent Moore asked about the hours spent assisting Hilltown and Bedminster. Chief Lehman stated it is about an average of 20 minutes per call.
- e. Borough Engineer:
 - i. Tom Zarko reported the tank repairs at the sewage treatment plant have been completed at a cost of \$8,025.00 which is less than the \$15,000.00 that was authorized by Council.
 - ii. Tom Zarko reported the influent sampling system modifications that the DEP had requested at the Twin Oaks pumping station is 85% complete, they should finish up this week, and it is on budget.
 - iii. Tom Zarko reported the developer is working on completing all outstanding punch list items at the Cobblestone Subdivision in order to close-out the project. One remaining item involves a landscaping requirement in regard to some buffer landscaping that was to be installed along the Knoll Tree condos. The developer made a proposal of a fee-in-lieu for landscaping to be used in another location. The Council had said it was okay as long as all of the property owners in the development sign off on eliminating the buffer landscape. All of the sign offs have been secured except for one who indicated they would not sign unless the street trees that were placed in front of their property are taken out.

After some further discussion, it was **CONCENSUS** of Council to accept removing those trees and have them planted within

Supplee Park.

- f. Borough Solicitor: No report.

7. **DISCUSSION/ACTION ITEMS:**

- a. Sketch Plan – BFRL Realty Associates – Dublin Town Center – Robert Loughery, owner/partner of BFRL Realty Associates, gave a sketch plan presentation to get the thoughts of the Council and the community of the proposed Dublin Town Center project consisting of 14 buildings that incorporates townhouses, residential loft apartments, commercial space, coffee shop/café, and retail and community medical/wellness/outpatient center uses. There is a total of 71,860 square foot of commercial space, 36 loft apartment units, and 42 townhouses. This development encompasses multiple parcels including the Dublin TEC Center, both Moyer parcels off of Elephant Road, the vacant bank parcel owned by Grand View Hospital, and the Bishop's Garage. Mr. Loughery gave a history of his involvement with the Dublin TEC Center and real estate, and noted the only contractual agreements secured are with The TEC and Moyer. Mr. Loughery stated Phase 1 would consist of the residential component off of Elephant Road and Phase 2 would be commercial/retail and in order to develop the market. Jeff Sharer questioned how EDU's are being sought.

After some discussion and questions, By **CONCENSUS**, Council looked favorably on the concept presented as it is consistent with the 2013 Revitalization & Vision Plan. It was understood that there are many questions and details that need to be address, but supported Mr. Loughery continuing in this direction. Mr. Loughery stated will continue to work on the concept as soon as possible and to possibly submit December/January.

- b. Ordinance 309 Policy and Procedures for Utility Bill Collections: Jeff Sharer stated Ordinance 309 has been advertised that would establish policies and procedures for collecting delinquent utility payments.

After some discussion and questions, **ON A MOTION** by Gary Mast, seconded by John Sherer, all present voted to adopt Ordinance No. 309 for the Policy and Procedures for Utility Bill Collections. Michael Kracht stated he will provide Council with a full report of the amnesty letters at the end of the 30-day period before the next meeting. **Motion carried 5-0.**

- c. Consortium Joint Bidding – Traffic Signal Maintenance: – Mr. Wert stated the Bucks Count Consortium is working on preparing a joint contract opportunity for traffic signal maintenance as a result of other Townships/Boroughs throughout the County having their signal maintenance exceeding bidding thresholds. Mr. Wert stated Dublin Borough has not come close to the Commonwealth's bidding threshold

however, by joining in on the joint contract, the Borough might be able to realize maintenance savings.

After some discussion and questions, **ON A MOTION** by Matthew Mayes, seconded by John Sherer, all present voted in favor for Dublin Borough to participate in the joint Bucks County Consortium bidding program. **Motion carried 5-0.**

- d. Dublin Fire Police Request – Hilltown Township October 8, 2016: Mr. Wert stated a request has been received from Hilltown Township for Fire Police assistance for their Community Day on October 8, 2016.

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

8. COMMITTEE REPORTS:

- a. Finance – Mr. Sharer announced the Finance Committee met prior to the Council meeting to start the process of getting the budget together and they have made good progress.
- b. Personnel – Mr. Wert stated he has received an updated draft employee manual from DVIT and it will be sent to the committee as the process continues.

9. **OTHER BUSINESS:** Gary Mast stated that with the pavilion painting project occurring in October, it was recommended to wait until spring to have a dedication and grand opening for Supplee Park.

10. **COMMUNITY COMMENTS:** Phil Meyers stated, in regards to selling the sewer plant, either way the residents will pay for it so the Borough should keep ownership of the sewer plant and keep the control. Bob Pellegrino stated he agrees with Mr. Meyers. The cost can triple and the Borough should hire a consultant to look into the options.

11. **COMMENTS FROM COUNCIL:** Jeff Sharer announced the Council will go into an executive session to discuss potential litigation for an infraction of the zoning ordinance.

12. **ADJOURNMENT:** **ON A MOTION** by Gary Mast, Jeffrey Sharer declared the meeting adjourned at 9:20 pm.

1. Respectfully submitted,

Date Approved: _____

William Wert,
Manager/Secretary/Treasurer