

**MINUTES OF DUBLIN BOROUGH COUNCIL MEETING
MONDAY, APRIL 13, 2015**

CALL TO ORDER: The Monday April 13th 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 South Main Street, Frank Knisely – 106 North Main Street Dairy Queen, Phil Meyers – 194 North Main Street Fire Department.

COMMUNITY COMMENTS: None.

MINUTES OF PREVIOUS MEETING – March 23, 2015: After some discussion, **ON A MOTION** by John Munley, seconded by Gary Mast, all present voted in favor to approve the minutes of the March 23rd, 2015 Council Meeting. **Motion carried 4-0.**

APRIL 10, 2015 BILLS LIST: Mr. Wert presented to Council for approval the current bills list dated April 10, 2015. After some discussion and questions, **ON A MOTION** by Matt Mayes, seconded by John Munley, all present voted in favor to approve the Bills List of April 10, 2015. **Motion carried 4-0.**

BOROUGH OFFICIALS REPORTS:

1. **Dublin Fire Company:** Dublin Fire Company President Phil Meyers submitted to Council a written report for Dublin Fire Company for the month of March.
2. **Mayor:** No Report.
3. **Borough Manager:** Mr. Wert presented some highlights from his written report as follows;
 - a. **Utilities Revenue Analysis:** See attached report for details. In summary, revenue decreases realized are due to increase in account delinquencies. This can be attributed to a lapse in collection procedures in 2013-14 as a result of staffing transition. Collections procedures have resumed and outstanding balances collected year to date of are approximately \$27,000.

Discussion took place regarding providing a list of delinquencies to Council. This list would include Local Earned Income Tax, Local Services Tax and Real Estate Tax. Discussion and questions also included the feasibility of collecting or discontinuing services.

- b. Revitalization & Vision Plan – Historic District Update: Jeff Marshall has completed the boundary description, inventory and update of the boundary map, all of which has been submitted to Cory Kegerise at the PHMC for an informal review. The boundaries have been altered to remove three (3) parcels. In particular, the two (2) water tower lots owned by the Borough and a back parcel at 152 South Main Street that does not have any contributing elements have been excluded. In addition, Mr. Wert has had a conversation with Lynn Bush regarding the alternative option of using the Municipalities Planning Code (MPC) to create a historic preservation overlay. Ms. Bush will prepare a comparative analysis of the two (2) options - Act 167 or MPC. Mr. Wert will provide Council with any updates he receives.

Discussion ensued regarding various plan models and enforceability of a demolition prohibition. A Historic District through Conditional Use to the Council was also discussed.

- c. 2015 Snow Budget Summary: See attached report. To date, the combined snow budget has been exceeded by \$11,820.00. All snow removal bills have been paid.
- d. 120 Mill Street - TCE Site: The EPA's hosting of a public informational session will be tentatively scheduled for one day in May. No official date for the meeting, or the 30-day public comment period has been set. The EPA will be coordinating the public notices and invitation of property owners. The Borough will have an opportunity to ask questions during this time. After the public comment period has concluded, the design of the new remediation method and impact study will be completed. As Mr. Wert obtains further information he will pass it along to Council.

Discussion and questions occurred regarding the type of alternate method being considered and what involvement the Borough might have.

- e. Annual Audit and Financial Report: Attached please find the Pa State DCED Annual Audit and Financial Report as well as the Independent Auditors' Report prepared by the Borough's auditor, Styer Associates. In summary, *"...the Annual Financial Report referred to above presents fairly, in all material respects, the financial position of the Borough of Dublin, Bucks County, Pennsylvania as of December 31, 2014, and the results of its operations for the year then ended, on the basis of accounting described."*
- f. Bucks County Household Hazardous Waste Collection Events: See attached flyer for details. This year's dates are as follows:
 - a. May 9, 2015 - Harry S. Truman High School, 3001 Green Lane, Levittown-Bristol Township
 - b. June 27, 2015 - Pennridge High School, 1228 N. Fifth Street-East Rockhill Township
 - c. July 25, 2015 - Central Bucks South High School, 1100 Folly Road-Warrington Township
 - d. August 15, 2015 - Quakertown Community High School, 600 Park Avenue-Quakertown, August 22, 2015 - Bucks County Technical High School, 610 Wistar Road-Bristol Township.

4. Police Chief: Chief Lehman presented a written report for the month of March. The DNA database is going countywide and it is hoped that the county will pay for this program in the future. Discussion took place regarding the street selection and placement for the Speed Board in 2015. Two police vehicles were also repaired since last month.
5. Borough Engineer:
 - a. Capital Improvement Projects:
 - 1) Water Meter Replacement Project: Bid documents have been released and are due back on April 23rd for residential replacement. A recommendation award is expected at the April 27th meeting. Installation is scheduled to occur in the third quarter of 2015.
 - 2) Supplee Park Project – Phase 2: Intent to award has been issued to the lowest bidder and contract documents are expected back for the April 27th meeting.
 - 3) Crack Sealing: Work began last week and this week work is being done in the Saddlebrook and Village Greene subdivisions. Some cracks have gotten bigger than expected but work is still on budget. Potholes on Fox Hollow Drive were discussed.
 - 4) Rickerts Road: A field survey of the area has been completed and swale and grading design has begun. The swale will fit inside the Right of Way and all trees will come down. A temporary grading easement is required. Pricing will be calculated and presented for council consideration at a future meeting.
6. Borough Solicitor: No Report.

DISCUSSION/ACTION ITEMS:

1. Consideration of Advertising in Dublin Fire Company's 100th Anniversary Commemorative Book: Mr. Wert presented the advertising information for the Commemorative Book to Council.
ON A MOTION by Matt Mayes, seconded by Gary Mast, all present voted in favor of purchasing a full page ad in the Dublin Fire Company Commemorative Book.
Motion carried 4-0.
2. Ordinance #303 – Amending Joint Uniform Construction Code Appeals Board Agreement with East & West Rockhill Townships and Silverdale Borough:
 After some discussion and questions, **ON A MOTION** by John Munley, seconded by Matt Mayes, all present voted to adopt Ordinance #303. **Motion carried 4-0.**
3. Dublin Fire Police Request: Mr. Wert presented the request from Milford Township for assistance at the Quakertown Vet Clinic Pet Fair, on June 6, 2015 from 8 a.m. to 4 pm.
ON A MOTION by Gary Mast, seconded by John Munley, all present voted to approve the request for assistance. **Motion carried 4-0.**

COMMITTEE REPORTS: None.

OTHER BUSINESS: None.

COMMUNITY COMMENTS: None.

COMMENTS FROM COUNCIL: Council members questioned when portable toilets will be placed at Supplee Park. It was noted that more people are at the park due to nice weather. Mr. Wert stated that portable toilets will be set up at Supplee Park this week. Discussion took place about an orange cone near the second entrance to Supplee Park. Mr. Wert said he will have staff investigate the purpose of the cone and what it is covering, and report back to Council.

ADJOURNMENT: Being no further business, **ON A MOTION** by Gary Mast, Mr. Sharer declared the meeting adjourned at 8:17 pm.

Respectfully submitted,

Date Approved: _____

William Wert,
Manager/Secretary/Treasurer