

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
MONDAY, DECEMBER 13, 2021**

1. Call to Order: The December 13, 2021, meeting of Borough Council was held at Borough Hall, 119 Maple Avenue, Dublin, PA. Council President, Jeffrey Sharer, called the meeting to order at 7:30 p.m.

ELECTED OFFICIALS PRESENT:

Mayor:	Chris Hayes	
Council:	Jeffrey Sharer	Brent Smith
	Matthew Mayes	Gary Mast
	William Benonis	Robert Olsen
	Timothy Hayes	

APPOINTED OFFICIALS PRESENT:

Borough Manager:	Laurie Hagey
Borough Solicitor:	Michael Kracht, Esq.
Borough Engineer:	Thomas F. Zarko, P.E.
Police Chief:	Michael Regan
Fire Chief:	Kevin Nugent
Emergency Management Coordinator:	M. Philip Meyers

*Not Present

2. Pledge of Allegiance: Mr. Sharer led Council in The Pledge of Allegiance.

3. Council President Announcements: Mayor Hayes swore in Officer Michael Meisner.

4. Public Comment on Non-Agenda Items: Resident Tony Alber, Elephant Road, thanked Chief Regan and the department for all they do in the community. Mr. Alber commented on a hypodermic needle found in grass at his property along with footprints from the property next to his property. He also noticed suspicious activity near a dumpster near his property. President Sharer suggested Mr. Alber contacts the police department right away to report suspicious activity and thanked him for his comments.

Councilman Mayes announced to Mr. Philip Meyers the Borough would be renaming Mill Street to Meyers Way, in honor of the countless hours and amount of dedication the Meyers family has given to the Borough and the Fire Company. Mr. Mayes stated that for decades the Meyers family has been so kind and giving to the community and would do anything for anyone, and we are thrilled to be able to honor the family in this small way. The street name change will be official after the January 10th meeting of Borough Council. Mr. Phil Meyers thanked Borough Council and Mr. Mayes, commenting how touched he was by this gesture.

5. Approval of Minutes:

5.1. Minutes of Meeting of November 22, 2021:

MOTION: Mr. Olsen made a motion to approve the Minutes of the November 22, 2021, Council Meeting as written. Mr. Benonis seconded the motion, which unanimously carried.

6. Payment of Bills:

6.1. Bill Lists dated December 10, 2021, in the amount of \$79,449.33 (all funds):

MOTION: Mr. Mast made a motion to pay all bills as presented on the December 10th Bill Lists, in the amount of \$79,449.33, which was seconded by Mr. Timothy Hayes, and unanimously carried.

7. Borough Official Reports:

7.1. Dublin Volunteer Fire Company: There was nothing to add to their written report.

7.2. Mayor: There was no report at this time.

7.3. Borough Manager: Ms. Hagey presented her written report for the month of December 2021. Ms. Hagey stated there was one application submitted for the Zoning Hearing Board opening. Council suggested we invite the applicant to a meeting in January to meet Council.

7.4. Chief of Police: Chief Regan presented the Police Report for November 2021. There were 86 incidents with 6 ambulance calls for a total of 93 calls, and 16 traffic citations. Chief Regan and Investigator McClelland attended Death Scene training. Firearms Qualifications were completed by Sgt. Kirk, Sgt. Jones, and Officer Sands. Chief Regan attended a course in Grant Writing and Police Liability training. Narcan training was completed by Sgt. Kirk and Officer Swinehart. Taser requalification was completed by Officer Sands.

7.5. Borough Engineer: Mr. Zarko stated the Fox Hollow paving repair was completed last Friday. They did have to expand the work, which will cost an additional \$3,800. There were questions from Council about The Dublin Town Center signalization at the last Council Meeting. Mr. Zarko spoke with the traffic Engineer (McMahon Assoc.) who clarified that all the intersections will be time-base coordinated.

7.6. Borough Solicitor: There was no report at this time.

8. Discussion Items:

8.1. 2022 Final Budget Adoption: The 2022 Preliminary Budget was presented and approved by Council at the November 22nd meeting. The Preliminary Budget was advertised on November 29th. The 2022 Budget does NOT propose a Property Tax increase and does propose an increase to the Water Rate to \$4.65 per 1,000 gallons. The Trash Rate will also increase in 2022 by \$28.64 per year (\$7.16 per quarter). Borough staff is recommending Council adopt the Final 2022 Budget, as advertised.

MOTION: Upon Motion by Mr. Smith, seconded by Mr. Mast, Council unanimously approved the 2022 Final Budget.

8.2. Ordinance 331; Setting 2022 Tax Levy: Mr. Sharer stated the 2022 Budget includes no tax increase. Currently the Borough's tax is 21.25 mills with 16 mills dedicated for general purpose, 3.75 mills dedicated for street improvement debt service and 1.50 mills dedicated to street improvement operating costs. The ordinance reflects NO increase to real estate taxes.

MOTION: Mr. Smith made a Motion to adopt Ordinance 331 setting the 2022 Tax Levy at 21.25 mills for Dublin Borough. The Motion was seconded by Mr. Benonis and unanimously carried.

8.3. Approve pay Estimate No. 2 for Contract No. 1400-117-2 in the amount of \$14,503.25 payable to James D. Morrissey, Inc., for the 2021 Roadway Improvement Program: Mr. Zarko recommended approval of Pay Estimate No. 2 for James D. Morrissey for work completed and punch list items completed, as part of the 2021 Roadway Improvement Program.

MOTION: Mr. Benonis made a Motion to approve the payment of \$14,503.25 to James D. Morrissey, Inc., for Pay Estimate No. 2 for the 2021 Roadway Improvement Program. The Motion was seconded by Mr. Timothy Hayes and unanimously carried.

8.4. Approve Dublin Town Center Escrow Release #18: Mr. Zarko recommended approval of the Dublin Town Center Escrow Release #18 for site work, landscaping and lighting completed, in the amount of \$151,552.28.

MOTION: Mr. Smith made a Motion to approve the Dublin Town Center Escrow #18 in the amount of \$151,552.28. Mr. Mast seconded the motion and it unanimously carried.

8.5. Approve Waiver of Land Development for Ash Oil & Gas: Mr. Zarko recommended approval of the Waiver of Land Development for Ash Oil & Gas. The items identified in Mr. Zarko's review letter were addressed satisfactorily. Mr. Kracht would like the applicant's approval of waiver be conditioned upon them signing a Waiver Agreement with the Borough. It will be conditional upon satisfying the items in Mr. Zarko's letter of December 8th and the letter of waiver request of what specifically is being waived, which will be available for viewing. The provisions to be waived are: Section 22-602.1.A.6, to provide site location map within 1,000 feet of the property; Section 22-602.1.A.13, regarding the building uses, driveways, etc. within 100 feet; Section 22-707.2.B.1, in regards to the cartway widths, planting strip and sidewalk widths; Section 22-707.13.A, regarding street tree spacing between 35 and 45 feet; Section 22-712.2.C, regarding sidewalk minimum width of 5 feet and minimum 2.5 foot planking strip; and Section 22-603.9A, regarding proposed and existing elevations to verify ADA accessibility.

Mr. Benner asked for clarification from Mr. Zarko regarding changes in grade mentioned in his review letter. Mr. Zarko specified the existing sidewalks connect with the intersection, and he needs to see how the ramps would tie in. Mr. Zarko would like to see additional information on the grades. Mr. Benner was concerned about comment #3, the refuse collecting station, because the plan does not propose any signs located in the parking stalls. The no parking signs are to be on the building. Mr. Zarko stated that was not an issue. Mr. Glenn Harris stated there was not a proposed raised curb on the plan, and they would be saw cutting and restriping the parking lot. Mr. Benner stated that there will be a decrease in the number of flows, the change will be one unisex bathroom inside the building instead of the two bathrooms on the outside of the building. Chapter 73 in sewer planning, asked for on-lot systems, which you are required 400 gallons per day per bathroom. Mr. Zarko suggested they put the interior plumbing changes in writing, then it should be fine.

Mr. Smith asked about the document Mr. Kracht created to ensure conditions are met along with the plans for the retail space. Mr. Kracht stated it gives the ability to ensure the waiver is adhered to. One of the issues Mr. Benner was concerned with is why the Borough Engineer would be involved with inspecting and reviewing the interior improvements. It was explained to Mr. Benner the Waiver of Land Development is to ensure compliance with what was represented to Borough Council, which is what Mr. Zarko is familiar with and will be approving.

MOTION: Mr. Smith made a Motion to approve the Waiver of Land Development with the satisfactory compliance with the December 8th CKS Engineers review letter and execution of a satisfactory Waiver Agreement with Dublin Borough. The motion was seconded by Mr. Mayes and unanimously carried.

8.6. Seigel Subdivision Update: Mr. Kracht updated Council as he is working on the acquisition of signatures for a third deed for a Right of Way covering five feet within the Seigel Subdivision. Mr. Seigel sold the lot and asked to waive development. Mr. Kracht suggested Mr. Seigel dedicate the Right of Way, to which Mr. Seigel agreed.

9. Committee Reports: None.

10. Other Business: None.

11. Public Comments: Carol Shultz thanked Mr. Mayes for his hard work helping to set up the Firehouse in advance of the Holiday Gathering. Although the event had to be cancelled due to weather, she wanted to extend appreciation for all the help. She also thanked Dublin Borough Staff for their assistance as well.

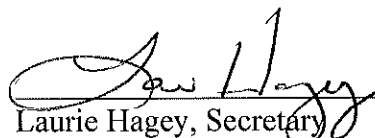
12. Comments from Council Members: Mr. Mast asked about the conditional use for 106 N. Main Street. He wanted to know if they would need to go to Council and the Zoning Hearing Board. Mr. Kracht stated they will need zoning relief first before they go to Council, since they want to have 6 units now instead of 5 units, which had zoning issues.

President Sharer presented a plaque to Mr. Gary Mast recognizing his years served on the Zoning Hearing Board and Borough Council and thanking him for his dedication to the community. Mr. Mast's term on Council ends December 31st and he did not run for re-election. Council wished Mr. Mast all the best in his future endeavors. Mr. Mast thanked the President and Council for working as a team to keep the Borough running so well.

13. Adjournment: By a motion made by Mr. Smith, Mr. Sharer adjourned the meeting at 8:25 p.m.

Respectfully Submitted,

Date Approved: 1/3/2022


Laurie Hagey, Secretary