

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
MONDAY, NOVEMBER 13, 2017**

1. **CALL TO ORDER:** The November 13, 2017 meeting of Borough Council was held in Borough Hall at 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
	John Sherer	Kent Moore
	William Benonis	

APPOINTED OFFICIALS PRESENT:

Borough Manager:	Angela P. Benner
Borough Solicitor:	Michael Kracht, Esq.
Borough Engineer:	Thomas F. Zarko, P.E.
Police Chief:	Brian Lehman
Fire Chief:	Kevin Nugent
Emergency Management Coordinator:	M. Philip Myers

*Not Present

**Late Arrival

2. **Pledge of Allegiance:** Mr. Sharer lead the Council and audience in the Pledge of Allegiance.
3. **Council President Announcements:** There were no announcements at this time.
4. **Public Comment on Non-Agenda Items:** Mr. Milnik of Village Green Lane ask Council to reconsider the letter that was sent by the Solicitor's Office regarding Utility Payment and the unpermitted shed on his property. Mr. Sharer stated that Mr. Milnik had agreed to a payment plan and has since defaulted and is now subject to shutoff of water service unless payment of the utility account is paid in full by November 20, 2017. Mr. Moore asked what Mr. Milnik would do if he was given an extra 30 days. Mr. Milnik stated that he would resume his monthly payments and pay the application fee to go to zoning hearing board for the shed. Mr. Mayes added that Council executed an ordinance for utility collection and Council needs to follow the ordinance. Mr. Moore confirmed with Council that to avoid shut off of Mr. Milnik's water service that the utility account would be paid in full as outlined in the Solicitor's letter dated November 10, 2017.

5. **Approval of Minutes:**

5.1. **Minutes of Meeting of October 23, 2017:**

MOTION: A motion was made by Mr. Mast, seconded by Mr. Benonis and unanimously approved to accept the October 23, 2017 Minutes as written.

6. **Payment of Bills:**

6.1. **Bills List dated November 9, 2017 for \$56,396.55 (all funds):**

MOTION: Upon motion by Mr. Sherer, seconded by Mr. Benonis, the Council unanimously approved the Bills List dated November 9, 2017 for \$56,396.55.

7. Borough Official Reports:

7.1. Dublin Fire Company: Mr. Nugent presented the Dublin Fire Company report for October 2017. Mr. Nugent stated that the Fire Company is buying a new engine to replace their 20-year-old engine. It will take approximately a year from purchase to being in service.

7.2. Mayor: There was no monthly report from the Mayor at this time.

7.3. Borough Manager: Ms. Benner presented the manager's report for October 2017.

7.4. Chief of Police: Chief Lehman presented the Police report for October 2017. During his report Chief Lehman stated that it was the 52nd Anniversary of the death of Officer Eli Myers who was killed in the line of duty.

7.5. Borough Engineer: Mr. Zarko provided an updated on the crosswalk project and stated that the project has been completed slightly under the bid price. The piano key crosswalks were also incorporated in the project cost. Mr. Zarko also stated that the street light relocation on Cobblestone has been completed and the contractor just needs to remove the old concrete at previous location. Mr. Moore thanked everyone for the relocation of the street light.

7.6. Borough Solicitor: Mr. Kracht stated that House Bill 271 was recently passed that would allow for category 4 licensed gambling facilities in Pennsylvania. The Bill does allow for municipalities to pass resolution by the end of 2017 that prohibits these gaming facilities. Mr. Kracht stated that he will research this bill and forward information to Council.

8. Discussion Items:

8.1. Dublin Volunteer Fire Company Qualifying Criteria for Achieving Active Member Status: Ms. Benner presented Council with the qualifying criteria for achieving active member status that was submitted to the Borough by the Dublin Volunteer Fire Company. The Criteria that has to be met is: attend 6 business meetings, participate in 15 drills, respond to 30% of fire calls, attend 4 fund raising activities. Ms. Benner stated that per the First Responder Recruitment and Retention Stipend Alternative Incentive Plan Guidelines that Council adopted, Council would need to formally accept the qualifying criteria.

MOTION: Upon motion by Mr. Smith, seconded by Mr. Benonis, the Council Unanimously accepted the Dublin Volunteer Fire Company's Qualifying Criteria for Achieving Active Member Status.

8.2. Snow and Ice Policy: Ms. Benner stated the Snow and Ice Policy had been revised to add Middle Road to the list of roads maintained by the Borough hired snow contractor, to reflect that the Mayor or Chief of Police may declare a State of Emergency, and revised the Depositing of Snow or Ice in Roadways section. Ms. Benner stated that the Borough Solicitor had reviewed the final draft policy.

MOTION: Upon motion by Mr. Sherer, seconded by Mr. Benonis, the Council Unanimously approved revised Borough Snow and Ice Guideline Policy.

8.3. Administration Renovations: Ms. Benner stated that she received a quote to install a glass window above the front counter and a door where the swinging doors are currently located at the counter. Ms. Benner stated that there is a section of the estimate that needs clarification from the contractor and will requested approval once that is received. After some discussion, Council directed the Manager to ask the contractor to include an additional door at the start of the hallway.

8.4. T-Mobile Cell Tower Lease: Ms. Benner stated that after reviewing the lease information with the Borough Solicitor, it was suggested that she reach out to other municipalities to find out details of their leases with T-Mobile before presenting to council.

9. Committee Reports:

9.1. Finance Committee: Mr. Smith stated that the Finance Committee met prior to tonight's council meeting at 6:00 p.m. to discuss the 2018 budget. The budget reflects additional staffing in the Police and Administration Departments. Mr. Smith stated that the manager has found some areas for cost saving opportunities. Mr. Smith also stated that the committee has been discussing tax increases for 2018, however at this time nothing has been finalized.

9.2. Public Safety Committee: Mr. Mayes stated that the Public Safety Committee met on November 6th with SafeCities to decide on the six applicants to interview for the Police Chief position.

9.3. Holiday Gathering: Mr. Mast stated that a live nativity will take place December 14 – 19th at Living Hope and they are estimating 20,000 – 25,000 visitors.

10. Other Business: There was no other business at this time.

11. Public Comment: There was no public comment at this time.

12. Comments from Council Members:

MOTION: A motion was made by Mr. Moore and seconded by Mr. Sherer to allow Mr. Milnik to pay 50% of his outstanding utility bill by November 20th and the remaining 50% within 30 days. The motion was not passed with a vote of 2 – 5. Mr. Sharer, Mr. Smith, Mr. Benonis, Mr. Mast and Mr. Mayes opposed the motion.

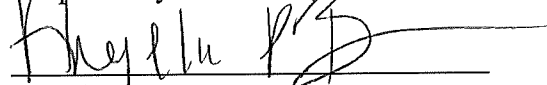
Mr. Mast stated that Mr. Milnik can contact Living Hope as they have people who might be able to help him.

13. Executive Session: Mr. Sharer stated that council would be going into executive session to discuss personal and litigation items.

14. Adjournment: Upon motion by Mr. Sherer, the meeting was adjourned at 8:43 p.m.

Date Approved: 11/27/17

Respectfully Submitted,



Angela P. Benner,
Manager/Secretary/Treasurer