

MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
MONDAY, NOVEMBER 13, 2023

1. **CALL TO ORDER:** The November 13, 2023, 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 7:31 p.m.

ELECTED OFFICIALS PRESENT:

Mayor:	Chris Hayes	
Council:	Jeffrey Sharer	Brent Smith*
	Matthew Mayes	Robert Olsen
	William Benonis*	Timothy Hayes
	Philip Kessler	

APPOINTED OFFICIALS PRESENT:

Borough Manager:	Colleen M. Pursell
Borough Solicitor:	Michael Kracht, Esq.
Borough Engineer:	Thomas F. Zarko, P.E. / Brian Cicak, P.E.
Police Chief:	Michael Regan
Fire Chief:	Kevin Nugent
Emergency Management Coordinator:	Michael Tuttle

*Not Present **Late Arrival

2. **Pledge of Allegiance:** President Sharer led Council and the audience in the Pledge of Allegiance.

3. **Council President Announcements:** President Sharer announced that the Borough has executed a five-year contract with Chief Regan. He also congratulated Timothy Hayes for being re-elected as Councilman and the two (2) newly elected council members: Sean Brennan who was in attendance and Keeley Rosenthal who was not in attendance but will be at the next Council Meeting.

4. **Public Comment on Non-Agenda Items:** There were no public comments.

5. **Approval of Minutes:**

5.1. **Minutes of Meeting of October 23, 2023:**

Motion by Mr. Timothy Hayes, seconded by Mr. Kessler and unanimously carried, the minutes of the October 23, 2023 meeting were approved, as presented.

6. **Payment of Bills:**

6.1. **Bills List dated November 13, 2023, in the amount of \$41,097.84 (all funds):**

Motion by Mr. Timothy Hayes, seconded by Mr. Mayes and unanimously carried, Council approved the bills list dated November 13, 2023, in the amount of \$41,097.84.

7. Borough Official Reports:

7.1. Dublin Fire Company: Chief Nugent provided Council with the October 2023 report. They responded to eighteen (18) calls, six (6) of those calls were in the Borough.

Chief Nugent also advised that the Fire Company submitted a building permit for emergency repairs to their roof in October. The building permit fee was \$1,719.50. He asked Council to consider waiving these fees.

Motion by Mr. Olsen, seconded by Mr. Timothy Hayes and unanimously carried, Council authorized the release of \$1,719.50 to the Dublin Fire Company for building permit fees collected, per the Fee Schedule.

7.2. Mayor: There was no report.

7.3. Borough Manager: Ms. Pursell provided Council with her October 2023 report. She also requested Council's authorization to utilize Fire Police at the Holiday Gathering scheduled for Friday December 1, 2023 from 5:30 pm until 8:30 pm.

Motion by Mr. Timothy Hayes, seconded by Mr. Kessler and unanimously carried, Council authorized the request for Fire Police at the Dublin Holiday Gathering on December 1, 2023 from 5:00 pm until 9:00 pm.

7.4. Chief of Police: Council was provided with the Police Report for October 2023, which included 145 total incidents. Pennsylvania State Police covered 1 call overnight. Patrol Rifle, Shotgun and Handgun qualifications were completed by Chief Regan, Sergeant Kirk, Sergeant Jones, Officer Gol, Officer Burkhardt, Officer Meisner, Officer Brodbine, Officer Smith and Detective McClelland at the Quakertown Police Range. The National Drug Take Back Event was held on October 28, 2023 at the Dublin Volunteer Fire Company. They collected 54.55 lbs of medication at the event. They also turned over for incineration 115.52 lbs of medication from the collection box located in Borough Hall. Officer Bastek and Officer Smith attended Active Shooter Training in Sellersville. Officer Smith attended Courtroom Testimony training. Control Tactics Training was held at the Upper Bucks Technical School. The Bus Patrol School Bus Violation Program has begun, and the department processed 12 violations in October. Officer Smith attended Standard Field Sobriety training. Officer Burkhardt and Officer Brodbine participated in Halloween throughout the Borough.

7.5. Borough Engineer: Mr. Zarko mentioned that the EPA has revised the federal Lead and Copper Rule requirement which mandates that all community and non-transient, noncommunity water systems develop an updateable inventory to identify the materials used in all service lines in place in the distribution system. This inventory must be completed by public water systems and submitted to DEP no later than October 16, 2024. The inventory must identify the location of all service lines, the materials used in the service lines, classifications by vulnerability to lead leaching and corrosive water and location identifiers for use in future service line replacement programs. This new regulation will require sampling throughout the Borough.

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

8. Discussion Items:

8.1. Dublin Holiday Gathering Signs: Ms. Pursell advised the Borough received a sign permit from the Dublin Town Center for temporary signs to be placed along the Square and in front of the Dublin Shopping Center for the Holiday Gathering. Corinna Garis of the Dublin Town Center stated they have 12 lawn signs, 2 signs for the Shopping Center and 2 Banner Signs. The Banner Signs are promoting Stout Tree Farm, who is donating the Christmas tree for the lighting ceremony. The Ordinance states only one temporary sign per property is permitted which cannot exceed 8 square feet. Ms. Garis requested Council's approval for the above signage.

Motion by Mr. Timothy Hayes seconded by Mr. Kessler and unanimously carried, Council approved the sign application for the 2 signs at the Shopping Center, 12 lawn signs and 2 banner signs for the Holiday Gathering at the Dublin Town Center.

8.2. Discussion Perkiomen Apartments Zoning Hearing Board Application: Representatives from Perkiomen Apartments (Dublin Village) at 151 Maple Avenue were present seeking Council's support of their Zoning Hearing Board Application. The following were in attendance representing the applicant: Matt Johnson, Tom Borghetti and attorney Dan Lyons. Mr. Lyons gave a brief presentation. The applicant proposes to construct two (2) three-story apartment buildings with 24 units (12 in each building) and parking areas. To move forward they need zoning relief. The renderings were shown to Council. Mr. Borghetti described the development of all the Perkiomen Apartment properties. He stated they would be adding ADA spaces for the present units and will lose room for 2 additional spaces. President Sharer asked why they are doing two buildings instead of one building. Mr. Johnson stated there is more green space and it would look nicer.

Mr. Zarko is satisfied with the application, since they have adjusted the plans to the size of the building to within 50%, so that has been completed. Mr. Mayes asked the height of the buildings. Mr. Johnson stated they are 3 stories high, 11 feet per floor, approximately 35 feet high. There was a consensus to support the application. Ms. Pursell will advise the Zoning Hearing Board that Council supports the application.

8.3. Request for Fire Police – Hilltown Township: Ms. Pursell explained that the Borough received a request for assistance of Dublin Fire Police at the Living Nativity scheduled for December 14th through December 17th beginning at 4:30 pm each day.

Motion by Mr. Mayes, seconded by Mr. Timothy Hayes and unanimously carried, Council approved the request for our Fire Police at The Living Nativity December 14th through December 17th.

8.4. Resolution 2024-12 Record Destruction – Audio Recordings: Ms. Pursell informed Council that it has been the practice of the Borough to record meetings for the drafting of minutes. Ms. Pursell requested Council consider adopting a Resolution setting the parameters for the destruction of such recordings. A brief discussion was held and the consensus of Council was to have the Resolution updated to include the destruction on a "rolling calendar year" basis. This will be placed on a future agenda for consideration.

8.5. Authorization to Open Escrow Bank Account – Whitetail Disposal: Ms. Pursell explained to Council that Whitetail Disposal, Inc. is responsible to establish a \$5,000.00 escrow with Dublin Borough for Liquidated Damages, as per our bid documents. She received the check for the \$5,000.00 and would like Council's approval to open an escrow account at Quakertown National Bank in the name of Whitetail Disposal and Dublin Borough.

Motion by Mr. Kessler, seconded by Mr. Mayes and unanimously carried, to open an escrow account for \$5,000.00 in the name of Whitetail Disposal and Dublin Borough at Quakertown National Bank.

8.6. Authorization to Advertise 2024 Meetings: Ms. Pursell presented Council with the 2024 Meeting Calendar for authorization to advertise. Mayor Hayes recommended that the calendar be updated to include 2 meetings in the months of June, July and August, should the need arise.

Motion by Mr. Timothy Hayes, seconded by Mr. Kessler and unanimously carried, to advertise the 2024 Meeting Calendar as amended with advertising 2 meetings in the months of June, July and August.

8.7. 2024 Budget Presentation – President Sharer announced there was a budget meeting before the Council Meeting to finalize the 2024 budget. There will be no tax increases in 2024.

8.8. Authorization to Advertise Preliminary 2024 Budget / Adoption Date: The 2024 Preliminary Budget will be advertised and will be voted on for final approval at the December 11, 2023, Council Meeting.

Motion by Mr. Kessler, seconded by Mr. Mayes and unanimously carried, to approve and advertise the 2024 Preliminary Budget as presented.

9. Committee Reports: There were no reports at this time.

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

11. Public Comment: Chief Regan presented Council with an update on their request for a traffic study on Elephant Road. The study was carried out after the Borough received complaints of speeding motorists travelling in the area of Dublin Crossings. The report covered October 16th thru November 8th. During this time, there were 25,918 vehicles. The average speed was 31 mph, 9 mph below the 40 mph speed limit. The 85th percentile speed through PennDOT is usually 37 mph -42 mph. The daily average driving is from 956 – 2,000 drivers a day going in one direction. Chief Regan added they did this study three years ago and the study is almost the same.

12. Comments from Council Members: Mr. Mayes congratulated Ms. Pursell on the excellent work she did with the budget.

13. Executive Session: President Sharer announced Council would be meeting in Executive Session to discuss litigation and will not be reconvening.

14. **Adjournment:** Upon motion by Mr. Mayes, the meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

Date Approved: 11/27/2023

Colleen M. Pursell
Colleen M. Pursell, Manager/Secretary