

**MINUTES OF DUBLIN BOROUGH  
COUNCIL MEETING  
MONDAY, AUGUST 14, 2023**

- 1. CALL TO ORDER:** The August 14, 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 7:30 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:                | Caroline Zook, Esq.   |
| Borough Engineer:                 | Thomas F. Zarko, P.E. |
| Police Chief:                     | Michael Regan*        |
| Fire Chief:                       | Kevin Nugent          |
| Emergency Management Coordinator: | M. Philip Meyers*     |

\*Not Present

\*\*Late Arrival

- 2. Pledge of Allegiance:** President Sharer led Council and the audience in the Pledge of Allegiance.
- 3. Council President Announcements:** There were no announcements at this time.
- 4. Public Comment on Non-Agenda Items:** There were no public comments at this time.
- 5. Approval of Minutes:**
- 5.1. Minutes of Meeting of July 10, 2023:**

Motion by Mr. Mayes, seconded by Mr. Benonis and unanimously carried, the minutes of the July 10, 2023 meeting were approved, as presented.

**6. Payment of Bills:**

- 6.1. Bills List dated July 24, 2023, in the amount of \$38,176.35 (all funds) and bills list dated August 14, 2023, in the amount of \$69,461.28 (all funds):**

Motion by Mr. Benonis, seconded by Mr. Timothy Hayes and unanimously carried, Council approved the bills list dated July 24, 2023, in the amount of \$38,176.35 and bills list dated August 14, 2023, in the amount of \$69,461.28.

**7. Borough Official Reports:**

**7.1. Dublin Fire Company:** Chief Nugent provided Council with the July 2023 report. They responded to 28 calls, 7 of those calls were in the Borough. Chief Nugent thanked Matt Mayes and Tim Hayes for volunteering at the carnival.

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

**7.3. Borough Manager:** Ms. Pursell provided Council with her July 2023 report.

**7.4. Chief of Police:** Council was provided with the Police Report for July 2023, which included 138 total incidents. The Pennsylvania State Police call report was not available at the time this report was submitted. The yearly handgun and shotgun qualifications were completed by Chief Regan, Sergeant Kirk, Sergeant Jones, Det. McClelland, Officer Bastek, and Officer Meisner. Officers were assigned to the Dublin Volunteer Fire Company Carnival for all seven nights of the event. Officer Foster assisted at the Dublin Town Center Stars and Stripes Event. Their reaccreditation was formally approved at the July 25, 2023 PLEAC meeting. The next reaccreditation will be in May 2026.

**7.5. Borough Engineer:** Mr. Zarko advised Council that he has a meeting on August 29<sup>th</sup> with DEP to discuss a 4<sup>th</sup> Amendment to the Borough’s Consent Order Agreement. The Borough should continue to prepare a five-year plan to show that they are reducing I/I in the system.

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

**8. Discussion Items:**

**8.1. Consideration of Final Land Development – 144 N. Main Street:** Ms. Zook announced that the Borough received an extension letter for the final land development for 144 N. Main Street project through September 30, 2023.

**8.2. Discussion on Animal Husbandry Ordinance:** Ms. Zook made some changes to the Animal Husbandry Ordinance which was previously presented to Council. She researched other municipalities, and theirs seem to emphasize more on the permit. The new draft Ordinance is focused more on the permit process of how you will keep your animals and their habitat. President Sharer confirmed the homeowner will have to get a permit every five (5) years and commented that the lot size requirements are too big; most properties have small back yards. He suggested editing the draft to reflect chicken coops must be 10 feet off the property line. Mr. Mayes asked about the slaughtering of chickens. Ms. Zook specified that most municipalities do not allow the slaughtering of chickens. Ms. Zook will make the corrections to the Ordinance.

Sarah Totans of 116 Village Green Lane requested additional information on the implementation of the ordinance. President Sharer explained the process.

**Motion by Mr. Mayes, seconded by Mr. Benonis and unanimously carried, Council approved to advertise the new Animal Husbandry Ordinance with the corrections made by Ms. Zook.**

**8.3. Discussion on Letter of Support to Bucks County Commissioners:** The Bucks County Consortium is looking for support from the Bucks County Commissioners to consider Act 91 of the

fire property tax rebate program which will help emergency volunteer homeowners with their county taxes. They are requesting that municipalities consider being added to the letter that will be forwarded to the Commissioners. Ms. Pursell requested Council to consider supporting this initiative. There was a consensus from Council to add Dublin Borough to the letter presented by the Bucks County Consortium.

**8.4. Request for Fire Police – Sellersville Borough:** President Sharer stated that we are in receipt of a letter from Sellersville Borough requesting Dublin's Fire Police assistance at the Sellersville Gallery of the Arts event scheduled for September 17, 2023, from 7:00 am – 7:00 pm.

**Motion by Mr. Benonis, seconded by Mr. Mayes and unanimously carried, Council approved the request for the Fire Police Services at Sellersville Gallery of the Arts.**

**8.5. Approval to Advertise for Solid Waste, Recycling and Yard Waste Collection Bid:** Ms. Pursell informed Council the Bid modifications have been updated and she is requesting Council to authorize advertisement of the Solid Waste Collection, Recycling and Yard Waste Collection Bid.

**Motion by Mr. Benonis, seconded by Mr. Timothy Hayes and unanimously carried, Council authorized advertisement of the Solid Waste, Recycling and Yard Waste Collection Bid.**

**8.6. Dublin Holiday Gathering:** Ms. Pursell explained to Council that she and Ms. Kerr met with Mr. Loughery and his assistant Ms. Garris to discuss the Holiday Gathering. The Dublin Town Center has agreed to host the gathering once again this year. They have requested the Borough control the finances and help with gathering businesses to be involved, as we did last year, until they can establish a nonprofit organization to take over. Dublin Town Center would like to bring back Discover Dublin or start up another nonprofit organization. Their goal is to have all Borough businesses involved with the Gathering. President Sharer was opposed to Borough staff being involved in the event. He recommended that the Borough assist with the finances for one (1) more year with a plan on how all remaining funds from the event will be disbursed. Additionally, it was noted that the Borough will not be responsible for any bills that exceed the donated funds. Mr. Mayes would like the Borough to donate money towards it. Mr. Smith stated that if this is the last year that the Borough assists with the finances for the Gathering, that there should be a document stating where the unused funds will go to. Ms. Zook will draw up a document to present to the Dublin Town Center.

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

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

**11. Public Comment:** There were no public comments.

**12. Comments from Council Members:** Mr. Mayes suggested that Council have a discussion about the Dublin Fire Company First Responder Stipend, to change the amount from \$250.00 to \$500.00 each year. President Sharer suggested there should be a discussion at the budget meeting. Ms. Pursell will look for the document that specifies how much money they would receive.

There was a brief discussion on a Hilltown Township property that has water supplied by the Borough who exceeded their EDU during the 3<sup>rd</sup> Quarter billing cycle.

Mayor Hayes received a complaint about noise coming from Neshaminy Creek at the Station. Ms. Pursell advised she also received a complaint from a resident from The Orchards who expressed the same concern. The resident reported that the music was shut off by 9:10 pm, which follows our noise ordinance. Ms. Pursell did contact Neshaminy Creek and requested that they consider turning down their speakers. The noise Ordinance is until 10:00 pm. Mayor Hayes believes the complaint was because it was after 10:00 pm.

**13. Executive Session:** President Sharer announced Council would be meeting in Executive Session to discuss a personnel matter and will not be reconvening.

**14. Adjournment:** Upon motion by Mr. Smith, the meeting was adjourned at 8:12 p.m.

Respectfully Submitted,

Date Approved: 08/11/2023

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