

**MINUTES OF DUBLIN BOROUGH COUNCIL MEETING
MONDAY, December 14th, 2015**

CALL TO ORDER: The Monday December 14th 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:

Phil Meyers - 124 N Main Street, Florence Rogers – 114 South Main Street, David Tempesta-117 Deep Run Road

COMMUNITY COMMENTS:

Gary Mast thanked everyone involved with the Holiday Gathering.

MINUTES OF PREVIOUS MEETING – November 23,2015:

After some discussion, **ON A MOTION** by Gary Mast, seconded by Bob Pavlek, all present voted in favor to approve the minutes of the November 23, 2015 Council Meeting. **Motion carried 4-0.**

December 3,2015 INTERIM BILLS LIST and December 11, 2015 BILLS LIST:

Mr. Wert presented to Council for approval the Interim Bills List dated December 3rd, 2015. After questions and discussion, **ON A MOTION** by Matt Mayes, seconded by Gary Mast, all present voted in favor to approve the interim bills list of December 3, 2015. **Motion carried 4-0.**

Mr. Wert presented to Council for approval the current bills list dated December 11th, 2015. After questions and discussion, **ON A MOTION** by Bob Pavlek, seconded by Matt Mayes, all present voted in favor to approve the bill's list of December 11, 2015. **Motion carried 4-0.**

BOROUGH OFFICIALS REPORTS:

1. Dublin Fire Company: Dublin Fire Company President Phil Myers presented to Council a written report for Dublin Fire Company for the month of November which is on file.

2. Mayor: Mayor Chris Hayes thanked everyone, donors, planners, Police, and EMS who participated in the Holiday Gathering.
3. Borough Manager: Mr. Wert presented some highlights from his written report as follows:
 1. Annual Recycling Grant Allocation: The 2015 allocation of \$6,258 (2013 cycle) has been authorized for release and should be received by the end of the year.
 2. Maple Grove Apartments – Water Connection: The new water connection was completed on December 9th. This complex is no longer connected to Dublin Village apartments.
 3. Water Meter Replacement Project: Now that billing has been sent out, Lenegan and PUE are continuing to complete the remaining meter change outs. Will be meeting this week with Staff to finalize project.
 4. Mill Street Fire Hydrant Valve Repair: Scott Passerini completed the emergency repairs on Thursday, December 10th. Final paving is to be completed this week.
 5. Correspondence Attached:
 1. 2014 Liquid Fuels Audit – No Findings
4. Police Chief: Chief Lehman presented a written report for the month of November which is on file. The department's final on-site review and assessment for re-accreditation has been scheduled for December 15 & 16, 2015. Officer Kemmerer is progressing well in field training. Officer Zukow and Officer Kemmerer attended training for the Bucks County Crisis Intervention Team November 9th to 13th 2015.
5. Borough Engineer:
 - a) Capital Improvement Projects:
 1. Supplee Park Project Update: The project is expected to be completed by the end of December. Final Payment due in January 2016.
 2. Rickerts Road Storm Drainage Improvement Project: The contractor has completed storm water modifications at the site.
6. Borough Solicitor: No Report.

DISCUSSION/ACTION ITEMS:

1. 2016 Budget Adoption:

Jeff Sharer introduced the 2016 Budget to all present. Mr. Wert provided a budget narrative as follows:

A review of the proposed 2016 Budget will show that the Borough is maintaining municipal services such as police, water and sewer services at present levels. The budget will also fund on-going sewer projects associated with the CO&A I/I requirements as well as the start of Main Street crosswalk project. It also includes proceeds from a 20yr borrowing to fund major capital sewer projects and begin a roadway improvement program that will repair approximately forty-five (45%) of Borough owned streets. Fund balances are preserved to help stave off future tax increases and pay for future capital

obligations. Adopting the budget as proposed will allow the Administration to continue providing the high quality services our residents have come to expect.

The 2016 Budget propose increases in property taxes by 2.25 mills from 13.00 to 15.25 mills.

A home owner assessed at the average assessment value of \$26,199 will pay \$399.53 per year in real estate property taxes based on a total millage of 15.25. Thirteen and three-quarters (13.75) are earmarked for General Fund purposes and equals approximately \$257,598. The remaining 1.5 mills are allocated to the Street Improvement Fund and generate approximately \$28,102 in revenue annually. To a home owner assessed at the average assessment value of \$26,199, this millage increase equals approximately \$58.95 annually.

Allocating resources wisely for the health, safety, and welfare of the community is an important step in maintaining accustomed service levels that will enhance the quality of life currently enjoyed by our residents. The proposed 2016 Budget provides the necessary resources for the Borough organization to achieve the goals and priorities established by the Borough Council. It maintains accustomed service levels and represents an accurate estimate in dollars of the Borough's commitment to deliver quality municipal services to the Dublin Borough community.

After questions and discussion, **ON A MOTION** by Robert Pavlek, seconded by Gary Mast, all present voted to approve the 2016 Budget. **Motion carried 4-0.**

2. Ordinance 305-2016 Tax Rates:

Mr. Wert provided a draft Tax Ordinance setting the 2016 property tax millage rate at 15.25 mills. Thirteen and three-quarters (13.75) are earmarked for General Fund purposes and one and one/half (1.5) mills are allocated to the Street Improvement Fund.

ON A MOTION by Bob Pavlek, seconded by Matt Mayes, all present voted to approve Ordinance 305-2016 Tax Rate. **Motion carried 4-0.**

3. Delaware Valley Insurance Trust-Property and Liability Coverage:

Mr. Wert presented to Council for their consideration a proposal to join the Delaware Valley Insurance Trust for the Borough's Property and Liability Insurance. Joining the Trust offers better coverage, increased multi-trust discounts since Borough is already members of the Health and Workers' Compensation Trusts, dividend disbursements base on Trust performance, allocation of rate stabilization funds and employee training. The overall budgetary increase to the 2016 Budget is \$1,894.00, or (5.6%).

After some discussion, questions, and an explanation by Solicitor Michael Kracht, **ON A MOTION** by Matt Mayes, seconded by Gary Mast, all present voted to authorize Staff to execute Delaware Valley Insurance Trust Agreement effective January 1, 2016.

ON A MOTION by Robert Pavlek, seconded by Gary Mast, all present voted to advertise Draft Ordinance No. 306 for adoption at Council's January 4, 2016 meeting. **Motion carried 4-0.**

ON A MOTION by Gary Mast, seconded by Bob Pavlek, all present voted to authorize Mr. Wert to cancel the current property and liability insurance coverage with Brown and Brown

effective January 1, 2016. **Motion carried 4-0.**

4. 2016 Holiday and Meeting Dates: Mr. Wert presented the 2016 Borough Holiday Schedule and the Borough Meetings Schedule for consideration.

After some discussion and questions, **ON A MOTION** by Matt Mayes, seconded by Gary Mast, all present voted to advertise the dates for the 2016 Holiday and Meeting Dates as presented. **Motion carried 4-0.**

COMMITTEE REPORTS:

1. Finance Committee: None.

OTHER BUSINESS: None.

COMMUNITY COMMENTS:

COMMENTS FROM COUNCIL:

Gary Mast, Matt Mayes and Jeff Sharer thanked Robert Pavlek, Jamie Priester and John Munley for their dedication, support and service to Dublin Borough as outgoing members of Council.

Chris Hayes thanks everyone for another good year in the Borough. Mayor Hayes thanked all staff members including Tom Zarko, Michael Kracht, and Brian Lehman.

Mayor Hayes also thanked Robert Pavlek for his twelve (12) years of dedicated service and leadership on Borough Council. He also thanked other outgoing members Jamie Priester and John Munley for their service to Dublin Borough as member of Council.

ADJOURNMENT: **ON A MOTION** by Robert Pavlek, Mr. Sharer declared the meeting adjourned at 8:10 pm.

Respectfully submitted,

Date Approved: _____

William Wert,
Manager/Secretary/Treasurer