

**MINUTES OF DUBLIN BOROUGH  
COUNCIL MEETING  
MONDAY, JULY 14, 2025**

- 1. CALL TO ORDER:** The July 14, 2025, meeting of Borough Council was held in Borough Hall at 119 Maple Avenue, Dublin, PA. Council President Timothy Hayes, called the meeting to order at 7:30 p.m.

**ELECTED OFFICIALS PRESENT:**

Mayor:	Chris Hayes	
Council:	Timothy Hayes	Jeffrey Sharer
	Brent Smith*	Matthew Mayes
	Philip Kessler	Keeley Rosenthal
	Sean Brennan	

**APPOINTED OFFICIALS PRESENT:**

Borough Manager:	Colleen M. Pursell
Borough Solicitor:	Scott MacNair, Esq.
	Vicki Kushto, Esq.*
Borough Engineer:	Erik Garton, P.E.*
	Matt Bailor, P.E.
	Mike Zee, P.E.
Borough Conflict Engineer:	Tim Fulmer, P.E.*
Police Chief:	Michael Regan
Fire Chief:	Dale Meyers
Emergency Management Coordinator:	Michael Tuttle*

\*Not Present

\*\*Late Arrival

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

- 3. Council President Announcements:** President Hayes had no comments at this time.

- 3.1. Swearing in Police Officer Donald Lawson**

- 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 June 23, 2025:**

Motion by Mr. Kessler, seconded by Mr. Brennan, and unanimously carried, approving the minutes of June 23, 2025 meeting, as presented.

- 6. Payment of Bills:**

- 6.1. Bills List dated July 14, 2025, in the amount of \$141,709.20 (all funds).**

- 6.2. Bills List dated June 23, 2025, in the amount of \$50,143.06 (all funds).**

Motion by Mr. Brennan, seconded by Mr. Mayes and unanimously carried, approving the bills list for July 14, 2025, in the amount of \$141,709.20 and the bills list for June 23, 2025, in the amount of \$50,143.06.

## **7. Borough Official Reports:**

**7.1. Dublin Fire Company:** Chief Meyers provided Council with the June 2025 report. They responded to thirty (30) calls, seven (7) of those calls were in the Borough. Mr. Mayes thanked Chief Meyers for the Dublin Volunteer Fire Company's help with the raffles from Community Day. Due to the weather, Community Day was cancelled and the raffles for that event were displayed at the Dublin Fireman's Carnival to be raffled off to benefit the Fire Company and Point Pleasant – Plumstead EMS.

**7.2. Mayor:** Mayor Hayes shared that a meeting with State Senator Coleman will be scheduled in August to talk through capital plans for the next year and align that with potential grant opportunities at the State and Federal level.

**7.3. Borough Manager:** Ms. Pursell had no additional comments at this time. President Hayes inquired about the status of Craft Tavern's opening. Ms. Pursell stated that permits have been issued and that their Use & Occupancy is pending.

**7.4. Chief of Police:** Chief Regan provided Council with the Police Report for June 2025, which included 145 total incidents. The Bus Patrol School Bus Violation Program resulted in eight (8) referrals, of which two (2) were approved for citations. Shotgun and Rifle Qualifications were completed by most officers during two scheduled June range days. Officer Rhiannon Browne resigned after 3.5 years of service. Chief Regan attended the vendor portion of the Pennsylvania Chiefs of Police Association Annual Conference in Lancaster, PA. The PA State Police "calls handled" report was not available at this time.

**7.5. Borough Engineer:** Mr. Zee advised that the Middle Road Paving Project has begun and gave an update on the progress. President Hayes asked for a rough estimate on the timeline for completion. Mr. Zee stated the agreement with the contractor gives them 60 days to complete the project, whereas the contractor believes they can complete it in 30 days.

**7.6. Borough Solicitor:** Mr. MacNair had no comments at this time.

## **8. Discussion Items:**

**8.1. Consideration to Approve Signage for Penn Community Bank (142 N Main Street):** Mr. Stephen Zaffuto, Esquire was present on behalf of Penn Community Bank. The applicant applied for a permanent sign zoning permit for six (6) signs. They are seeking Council's authorization for approval on all signs after being denied. Mr. Zaffuto supplied Council with a packet of renderings to show the proposed signs and placement on the property. Terry, a representative from Compass Sign Company, gave an overview of the proposed project. Mr. Sharer asked why the sign permit application was denied initially. Ms. Pursell detailed the signs which follow Dublin Borough's Ordinance and which ones do not. Mr. Zaffuto also provided additional information regarding why some signs do not comply with the Ordinance. Ms. Jessica Sweeney, Director of Facilities, relayed

what Penn Community's vision is for the building in the next year. Mr. Sharer inquired whether the proposed pylon sign is outside the clear site triangle. The representative from Compass Sign Company confirmed it is. Ms. Pursell asked for confirmation that they would not be adding any electrical changes or light up signs to which the reply was nothing will be added to what is already there.

**Motion by Mr. Mayes, seconded by Ms. Rosenthal and unanimously carried, approving the Application for Signage for Penn Community Bank, as presented.**

**8.2. Consideration to Award Bid for Village Greene Detention Basin Retrofit:** Mr. Zee gave an overview of the project and explained the scope of work established for the basin retrofit. He detailed the project costs and what the grant will cover. He went on to give Gilmore & Associates' recommendation for the bid specifications. Mr. Sharer asked for more details of the proposed scope of work regarding the two-alternate scenarios and the pricing. Ms. Pursell added to Mr. Zee's response by outlining the cost of the project if all the proposed work would be awarded to the lowest responsible bidder. A brief discussion began to discuss the impact on the budget and the grant awarded from DCED.

**Motion by Mr. Mayes, seconded by Mr. Kessler and unanimously carried, awarding the Village Greene Detention Basin bid to B. Blair Corporation in the amount of \$131,918.88 which includes the base bid, and alternate # 1 and # 2.**

**8.3. Public Hearing for Potential Adoption of Amendment to Outdoor Dining Ordinance:** Mr. MacNair gave an overview of the proposed amendment to the Outdoor Dining Ordinance. He advised public hearing notice was advertised June 29, 2025 and July 6, 2025. The amendment was reviewed by both the Bucks County Planning Commission and Dublin Borough Planning Commission. He opened the meeting to Public Comments and there were none.

**Motion by Mr. Sharer, seconded by Mr. Mayes and unanimously carried, adopting the Amendment of Outdoor Dining Ordinance No. 346.**

**8.4. Public Hearing for Potential Adoption of Amendment to Conditional Use Ordinance:** Mr. MacNair gave an overview of the proposed amendment to the Conditional Use Ordinance. He advised public hearing notice was advertised June 29, 2025 and July 6, 2025. The amendment was reviewed by both the Bucks County Planning Commission and Dublin Borough Planning Commission. He opened the meeting to Public Comments and there were none.

**Motion by Mr. Sharer, seconded by Mr. Kessler and unanimously carried, adopting the Amendment of Conditional Use Ordinance No. 347.**

**8.5. Approval of Engineer to Prepare Documents for Rickerts Road Sewer Line:** Mr. MacNair stated there was a staff meeting with Mr. Rob Loughery and his attorney, Nate Fox, regarding the replacement of the sewer line and man holes along the area of Main Street and Rickerts Road to Bucks Road. Authorization from Borough Council is needed for the Borough Engineer to prepare quantities and specifications for the sewer line in front of Moyer Farm. A brief discussion was held regarding the details of the proposed project.

Motion by Mr. Kessler, seconded by Mr. Brennan and unanimously carried, authorizing Gilmore & Associates to prepare quantities and specifications for the sewer line in front of Moyer Farm.

9. **Committee Reports:** There were no Committee Reports at this time.
10. **Public Comment:** There were no Public Comments at this time.
11. **Comments from Council Members:** There were no comments from Council Members at this time.
12. **Executive session to discuss potential litigation:** President Hayes announced that Council would be going into executive session to discuss potential litigation and would not be coming back out.
13. **Adjournment:** Upon motion by Mr. Sharer, the meeting was adjourned at 8:20 p.m.

Respectfully Submitted,

Date Approved: 08/11/2025

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