

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
TUESDAY, NOVEMBER 14, 2016**

1. **CALL TO ORDER:** The November 14, 2016 meeting of Borough Council was held in Borough Hall at 119 Maple Avenue, Dublin, PA. Council Vice President, Brent Smith called the meeting to order at 7:30 pm. The Pledge of Allegiance was recited.

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:	William Wert
Borough Solicitor:	Michael Kracht, Esq.
Borough Engineer:	Thomas F. Zarko, P.E.
Police Chief:	Brian Lehman
Fire Chief:	Kevin Nugent *
Emergency Mgmt. Coordinator:	M. Philip Meyers

* Not present

**late arrival

2. **VISITORS REGISTERED:** Brian Helfinger – 325 Magnetic Drive, Quakertown, Florence Rodgers – 114 S. Main St., Phil Meyers – N. Main Street, Bob Pellegrino – S. Main Street.

3. **COMMUNITY COMMENTS:** None

4. **APPROVAL OF MEETING MINUTES: October 24, 2016:**

- a. Mr. Wert presented draft meeting minutes from the last meeting for Council's consideration.

After some discussion, **ON A MOTION** by John Sherer, seconded by Gary Mast, all present voted in favor to approve the October 24, 2016 Council meeting minutes. **Motion carried 5-0.**

5. **APPROVAL OF BILLS LIST: November 11, 2016:**

- a. Mr. Wert presented the current bills list for Council's consideration. After some discussion with the budget and questions, **ON A MOTION** by Matthew Mayes, seconded by William Benonis, all present voted in favor to approve the Bills List of November 11, 2016. **Motion carried 5-0.**

6. **BOROUGH OFFICIALS REPORTS:**

a. Dublin Fire Company:

- i. Phil Meyers reviewed a written report for the month of October totaling 10 calls. Mr. Meyers stated the pre-emption light at the shopping center is not working correctly.

b. Mayor:

- i. No report.

c. Borough Manager: Mr. Wert provided Council with a written report as follows:

- i. 2015 Liquid Fuels Audit: Penna. Department of the Auditor was in the office on October 12-13, 2016 to perform the 2015 Liquid Fuels Audit. Mr. Wert stated he was pleased to report the Auditor did not have any findings.
- ii. Winter Storm Jonas – FEMA/PEMA Grant: The Borough has received the FEMA/PEMA Grant in the amount of \$15,212.14. This represents 75% of eligible costs of \$20,282.85 associated with the winter storm that occurred in January of this year.
- iii. Main Street Holiday Lights: The Holiday lights on Main Street will be hung on December 6th.
- iv. Utility Bill Amnesty Letters: A total of forty-seven (47) courtesy amnesty letters were mailed in August to account owners that have delinquent utility balances greater than thirty (30) days (\$80,663.38).
 - i. \$38,178 – Remaining Outstanding (19 accounts)
 - ii. \$35,650 – Total Payments
 - iii. Twenty-One (21) accounts paid off outstanding balances in full. (\$26,565)
 - iv. Seven (7) executed payment plans
 - v. \$12,104 – outstanding on payment plans

Michael Kracht filed Complaints in District Court.

- v. Pa DEP Consent Order & Agreement Private Lateral Inspections: As required from the CO&A, the Borough is obligated to perform a 3rd round of Private Lateral Inspection Program to confirm that there are no illegal connections to the sanitary sewer system (i.e. sump pumps, roof drains, etc.) that could allow potential I/I to enter the sanitary sewer system. Letters were sent out to 167 property owners

throughout the Borough last month. To date, 142 appointments have been scheduled. Second notification letters to remaining 25 properties will be mailed next week.

- vi. Supplee Park Pavilion Community Painting Project: The Dublin Lions Club will be attending the November 28th Council meeting to present the check to the Borough to cover the costs of pavilion painting. They would also like to present neighbor and professional painting contractor, Kyle Peters with the "Good Samaritan Award" in recognition of his service to the community and the Dublin Lions for painting the pavilion.
 - vii. Dublin Acres Water Connection: Mr. Wert received the formal request from Dublin Acres_attached. They are requesting Council review of the initial tapping fee for the 54 individual units, which is currently \$1,346 per EDU. The total EDU cost at that rate would be \$72,684. I've asked the Borough's professional staff to provide comments on the request which I will forward to Council next week. The topic will be on the November 28th meeting agenda for Council's consideration.
 - viii. Sheriff's Sale Scheduled: October 14, 2016, 112 Middle Road. This property has been turned over to the bank and they are in the process of removing the abandoned box truck from the property and making preparations to list the property for sale.
 - ix. Correspondence (attached): Pennridge Area Coordinating Committee Notes – October 27, 2016 Meeting.
 - x. Gary Mast thanked Mr. Wert for setting up the credit card payments for utilities and the effort for improving the collections.
- d. Police Chief: Chief Lehman presented his written report. On October 22nd the department participated in the National Prescription Drug Take Back Program and collected a total of 68.44 pounds of medications. On October 29th, the department assisted Perkashie Borough for an incident. Chief Lehman would like the October minutes to reflect the Police Department and Borough Council took a moment to recognize Dublin Police Chief Eli Meyers on his 51st anniversary of his death.
- e. Borough Engineer:
- i. Tom Zarko reported the Twin Oaks SPS fence and landscaping installation is complete for a total cost of \$13,870.00.
 - ii. Tom Zarko reported the estimated cost of the Saddlebrook Drive pavement settlement is \$7,000.00.

It was the consensus of Council for Mr. Zarko to get the best option for the price near \$7,000.00 to start as soon as possible after

November 28, 2016.

- f. Borough Solicitor: Mr. Kracht reported Mr. Wert and himself were at the District Justice for a zoning matter which resulted in a maximum amount of \$12,000.00 plus \$1,137.00 for attorney's fees. Mr. Kracht stated he would like an executive session this evening to discuss the contents of the ordinance in regards to the sewer bill collections and the amounts that are left.

7. DISCUSSION ITEMS:

- a. Introduction of Proposed Zoning & Subdivision and Land Development Ordinances Revision: Lynn Bush and Dave Sebastian, Bucks County Planning Commission, were in attendance to present the work of the Borough Planning Commission in regards to the Vision Plan and the changes in the ordinances to implement the Vision Plan. Several areas of the Borough had a very clear definition and recommendation for the Vision Plan. The Regional Commercial District was taken out to re-work it to reflect the main street and town center type feel that could take advantage of some under-utilized and vacant properties of the Borough and create the streetscape that is so well defined in the Vision Plan.

Brent Smith recognized the hard work that Lynn Bush, Dave Sebastian, Bob Pellegrino, and the Planning Commission have done with these Zoning and Subdivision and Land Development revisions.

Dave Sebastian reviewed the detailed amendments in the Land Development and Subdivision Ordinance and the existing and proposed maps.

Mr. Wert stated the maps will be placed on the website along with forwarding them to the professional staff of the Borough for their review to provide comments at an upcoming meeting.

Mr. Pellegrino stated for Council to look at the documents as the gateway to a better Dublin. Mr. Pellegrino continued to state it is a great framework to start a real revitalization of the downtown to improve the tax base and property values and make it a very livable and walkable community and urged Council to not delay the process.

Mr. Kracht confirmed Bucks County Planning Commission did the work for the Borough at no charge as part of the County's Municipal Economic Development Initiative and Mr. Pellegrino added the Borough owes Ms. Bush a great deal of gratitude.

- b. Award Contract – 2017 Dublin Borough Proposed Specifications for Snow Removal And Anti-Skid Application Services: Mr. Wert presented a memo outlining the advertisement on October 17, 2016 and October 24, 2016 for snow removal and anti-skid application services. Mr. Wert stated one

application was received by Borelli Brothers for hourly rates and recommends Council award the 2017 bid snow removal and anti-skid application services to Borelli Brothers.

After some discussion and questions, **ON A MOTION** by Gary Mast, seconded by John Sherer, all present voted in favor to award the 2017 bid for snow removal and anti-skid application to Borelli Brothers. **Motion carried 5-0.**

8. COMMITTEE REPORTS:

- a. Finance – Gary Mast stated the budget is fairly well established and it is not anticipated that taxes or rates for services will increase. Under the advisement of the Chief of Police, an additional full time police officer will be added effective July 1, 2017 which will be an attempt to maintain and improve the safety of the Borough.

9. OTHER BUSINESS: None.

10. COMMUNITY COMMENTS: None.

11. COMMENTS FROM COUNCIL MEMBERS:

Gary Mast stated the Dublin holiday gathering will be held on December 10, 2016 at the fire house from 5:30 pm to 8:30 pm.

Mr. Kracht stated there will be an executive session to discuss litigation in regards to collection of water and sewer bills.

12. ADJOURNMENT: **ON A MOTION** by John Sherer, William Benonis declared the meeting adjourned at 8:38 pm.

Date Approved: _____

Respectfully submitted,

William Wert,
Manager/Secretary/Treasurer