

**MINUTES OF DUBLIN BOROUGH COUNCIL MEETING
MONDAY, SEPTEMBER 14, 2015**

CALL TO ORDER: The Monday September 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: Florence Rodgers – 114 S. Main Street, Frank Knisley – 106 N. Main Street, Carol Shultz – 100 N. Main Street.

COMMUNITY COMMENTS: Phil Myers asked if the patch work on the section of Elephant Road that was dug up is final. Mr. Wert answered no; it is not the final patch job.

MINUTES OF PREVIOUS MEETING – AUGUST 10, 2015: It was necessary for the minutes of the August 10th, 2015 Council Meeting to be corrected under Discussion/Action Item 2. - Village Greene Detention Basin Repairs. In the second to last sentence at the top of page 4, discussing tree stumps; “stability” will replace “liability”. **ON A MOTION** by Matt Mayes, seconded by Robert Pavlek, all present voted in favor to approve the corrected minutes of the August 10th, 2015 Council Meeting. **Motion carried 5-0.**

RATIFY AUGUST 21, 2015 INTERIM BILLS LIST: Mr. Wert presented to Council for ratification the interim bills list dated August 21, 2015. After some discussion and questions, **ON A MOTION** by Gary Mast, seconded by Brent Smith, all present voted in favor to ratify the Interim Bills List of August 21, 2015. **Motion carried 5-0.**

SEPTEMBER 11, 2015 CURRENT BILLS LIST: Mr. Wert presented to Council for approval the bills list dated September 11, 2015. After some discussion and questions, **ON A MOTION** by Brent Smith, seconded by Matt Mayes, all present voted in favor to approve the Current Bills List of September 11, 2015. **Motion carried 5-0.**

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 August. There were some questions and discussion regarding fire calls.

2. Mayor: No Report.3. Borough Manager: Mr. Wert presented some highlights from his written report as follows:

- a. Maple Grove Apartments – Water Connection: On file is an email communication from the owners of Maple Grove Apartments notifying the Borough of their intentions to connect to the Borough's water system in Maple Avenue. They currently are connected to the water system via an interconnection through the Dublin Village Apartments to Middle Road. Staff will be working to secure the necessary professional services agreement (PSA) and escrows to cover the cost of staff time associated with the project. This connection requirement was part of a 1995 Connection and Tapping Fee Agreement, as amended in 2006. No new tapping fees will be collected as they have been previously paid on the 1995 agreement.

There was discussion and questions concerning shutting down the current connection and the need for proper metering.

- b. EDU Allocation Reduction Requests: Staff has been working on requests from the following property owners to reduce the Equivalent Dwelling Unit (EDU) allocations assigned to their properties. Both requests are a result of changes in residential uses that no longer are utilizing the dwellings as multi-units with separate apartments. Both dwellings are now being utilized as one, single family dwelling unit. In addition to inspections, water consumption analysis has been reviewed to confirm usage is below the requirements for one (1) EDU. Tom Zarko is investigating with DEP to determine the availability of these additional EDUs for other uses in the Borough once the EDUs have been relinquished via a notarized letter prepared by Michael Kracht.

- 1) 108 Maple Avenue – 1.5 EDU to 1.0 EDU

- 2) 150 Elephant Road – 2.0 EDU to 1.0 EDU

There was discussion and questions regarding the EDU reduction process with DEP. Possible tax assessment issues and how water usage is monitored were debated.

- c. Rickerts Road Bridge Detour: The Borough has been receiving calls about the duplication of detour signs for the Rickerts Road bridge closure. Based on information received from the County, because the bridge project is taking longer than expected to get approvals for the replacement, the County had to rebid the contract for the detour signs. As a result a new contractor got the low bid so they are in the process of installing new signs. The old signs of the old contractor should be removed in the next week or so.
- d. Borough Hall HVAC: As authorized at Council's last meeting, a new Hybrid AC/Propane high efficient, heat-pump with a propane furnace system was installed on August 27th & 28th. The fuel source will utilize the existing propane that supplies the system in Council Chambers and will allow us to eliminate the use of oil for the old system. The final cost was \$11,089.00. The 2015 approved budget appropriated \$7,500.00 in the General Fund Capital Budget to replace the heating system. There was an additional \$7,500 allocated for other building repairs/maintenance that have yet to commence. Therefore a total \$15,000 has been budgeted for Borough Hall. The remaining funds allocated for other building improvements will be re-evaluated and any work completed will not exceed the remaining budgeted amount of \$3,900.00.
- e. Lateral Inspection Notices: Staff has completed 24 of the 28 inspections of property owners on North Main Street to for illegal discharges via roof drains, foundations and/or sump pumps into the Borough's sanitary sewer system. Thus far, there have been two (2) properties identified that had damaged sewer clean-outs which showed evidence of ground/rain water infiltration. Both cleans-outs have been replaced.

- f. Revitalization & Vision Plan: Task Force meeting is scheduled for Thursday, September 17th at 7:00. Lynn Bush will be presenting for discussion suggested Zoning and SALDO Ordinance changes that incorporate the goals and objectives of Revitalization & Vision Plan.
 - g. Delaware Valley Workers Compensation Trust Recognition: At its annual meeting last week, DVWCT recognized Dublin Borough as a 2014 Top Performer (small member category) for exemplary achievement and leadership in minimizing workplace injuries and illness. Please see attached report for details.
4. Police Chief: Chief Lehman presented a written report for the month of August which is on file. There was discussion and questions regarding traffic speed sign placement and tracking of court ordered restitution paid to the Borough. Council requested speed sign be moved to Mill Street.
5. Borough Engineer:
- a. Capital Improvements Projects:
 - 1) Supplee Park Project Update – Phase II: Work continues and the contractor has substantially completed several aspects of trails and the pavilion base. The current contractor is willing to complete grass restoration that the Phase I contractor was unable to accomplish. The Phase I contractor is willing to forfeit the \$5,000 payment. Recommendation is to prepare two change orders to eliminate grass restoration work for Phase I contractor, and assign responsibility to Phase II Contractor in an amount not to exceed \$4,150. Work is on schedule and all is expected to be done by mid October.
 - 2) Private Lateral Video Inspection Update: Due to a dry season inspections are currently on hold. Consecutive days of rain are needed before inspections can occur. As soon as conditions allow, the contractor is ready to schedule and perform the inspections.
 - 3) Water Meter Replacement Update: A few meters still need to be replaced. Discussion occurred as to how to get compliance in replacing them.
6. Borough Solicitor: No Report.

DISCUSSION/ACTION ITEMS:

1. Ordinance #304 - Private Sewer Service Laterals Inspection Draft Ordinance: The draft ordinance has been advertised with some revisions. The title was changed, sanctions were deleted and definitions changed. There was discussion and questions about alteration to Article VIII, and about Article III section C, concerning the buyer obtaining an inspection within thirty days. Council debated whether the proposed ordinance effective date of September 14th may be too soon for residents currently in the closing process. The need to comply with DEP reporting was reiterated.

After discussion and questions, **ON A MOTION** by Brent Smith, seconded by Robert Pavlek, Council members Pavlek, Smith, and Sharer voted in favor to adopt Ordinance #304; Private Sewer Service Laterals Inspection Ordinance. Members Mayes and Mast voted nay. **Motion passed 3-2.**

2. Rickerts Road East Repairs –Bid Results: Seven bids were received last week after the bid was re-advertised. Recommendation is to award the contract to the low bidder, ProCom Roofing Corp. not to exceed \$29,500. There was discussion and questions regarding the choice of

contractor, bid price, and scope of the work. The time frame for the project is three weeks in October and November. Mr. Wert noted it is a non-budgeted item using fund balance reserves from the Street Improvement Fund. Phase 2 of the project was reviewed as being a paving project for next year.

After discussion and questions, **ON A MOTION** by Matt Mayes, seconded by Gary Mast, all present voted in favor to award the contract for Rickerts Road East repairs to ProCom Roofing Corp. of Warrington, PA. in an amount not to exceed \$29,500. **Motion carried 5-0.**

3. **Constellation Electric Pricing Contract:** The current contract, with a price of .06131 is expiring at the end of the year. A chart was provided detailing current contract prices for one year up to 47 months. Mr. Wert sought authorization from Council to execute a contract, recommending locking in a price now because prices appear to be increasing. The new rate would take effect January 1st, 2016. There was discussion about historical trends of gas and oil prices.

After discussion and questions, **ON A MOTION** by Robert Pavlek, seconded by Brent Smith, all present voted in favor to award the electric contract to Constellation Energy for 47 months at a price of .06018/kWh. **Motion carried 5-0.**

4. **2016 PMRS Pension Minimum Municipal Obligations:** As is required every year, Mr. Wert presented to Council an estimate of the plan's expected financial contributions to the plan for the coming year. Calculations included an estimate of 2015 W-2 wages of covered employees, both police and non-uniform. There were questions and discussion regarding the state budget impasse and receiving payments for 2015, as well as funding of liabilities.

COMMITTEE REPORTS: None.

OTHER BUSINESS: Gary Mast mentioned that the Discover Dublin Holiday Gathering will be held on Saturday December 12th, with a rain date of December 13th. Mr. Wert announced the Finance Committee meeting will be on September 28th at 6:30, and a second one will be held on Tuesday October 13th. It was also announced that Discover Dublin will host a breakfast at the diner Thursday September 17th.

COMMUNITY COMMENTS: None.

COMMENTS FROM COUNCIL: Mr. Sharer announced that following the public meeting, Council will convene an Executive Session to discuss litigation.

ADJOURNMENT: Being no further business, **ON A MOTION** by Matt Mayes, Mr. Sharer declared the meeting adjourned at 8:53 pm.

Respectfully submitted,

Date Approved: _____

William Wert,
Manager/Secretary/Treasurer