

**MINUTES OF DUBLIN BOROUGH COUNCIL MEETING
MONDAY, FEBRUARY 23, 2015**

CALL TO ORDER: The Monday February 23rd 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 South Main Street, Rod and Carol Shultz – 100 Main Street, Gavin Richards – 141 Elephant Road, Tom Richards – 141 Elephant Road, Bob Pellegrino – 136 South Main Street.

COMMUNITY COMMENTS: None.

MINUTES OF PREVIOUS MEETING – February 9, 2015: After some discussion, **ON A MOTION** by Robert Pavlek, seconded by Gary Mast, all present voted in favor to approve the minutes of the February 9, 2015 Council Meeting. **Motion carried 6-0.**

February 20, 2015 BILLS LIST: Mr. Wert presented to Council for approval the current bills list dated February 20, 2015. After some discussion and questions, **ON A MOTION** by John Munley, seconded by Jamie Priester, all present voted in favor to approve the bills list of February 20, 2015. **Motion carried 6-0.**

DISCUSSION/ACTION ITEMS:

1) **Revitalization & Vision Plan Update:**

a. Historic District:

Jeff Marshall from the Bucks County Heritage Conservancy was present to discuss the necessary steps to develop a Historic District ordinance and plan. A handout titled "Why We Have Historic Districts" was distributed, which reviewed the four main functions of the historic district.

Mr. Marshall explained that the Borough's properties have been inventoried and a general district established. The next steps would include creating a narrative of the proposed district, submission to PHMC for certification and the crafting of an

ordinance to define design standards. It was stressed that the ordinance should be not too restrictive and also must be deemed appropriate. The Historic District includes everything that is visible from the thoroughfare. The process by which property owners would be able to make property changes was discussed, as well as the role of the HARB, who appoints the HARB and whether its decisions may be overruled by the Council. Mr. Marshall stressed that it is the Council's duty to write the ordinance but that either the Bucks County Planning Commission or the Heritage Conservancy are available for assistance. The ordinance and district map must be certified by the PHMC. It was noted that less than 20% of properties in the proposed district are non-contributory. It was determined that HARB review is not necessary for replacement in kind. The Council will look at ordinances used in other Pennsylvania municipalities for reference.

The Council reached **A CONSENSUS** to postpone the public meeting on the Historic District until a draft ordinance can be assembled. Mr. Wert will pull all of the documents together for the draft at the regular March 9th meeting at the Borough. The task force for the Revitalization Plan will also be consulted at the March 19th meeting. Mr. Wert will report back to the Council at the March 23rd meeting with an update.

b. Bucks County Planning Commission MEDI Meeting:

Mr. Wert met with Lynn Bush to discuss the Municipal Economic Development Initiative agreement which has been executed as agreed at the last Council meeting. Four main objectives were established to be accomplished: Zoning Amendments, Route 313 Right-of-Way, Parking and Business Analysis. The BCPC will focus on the C-2 district because it is most at risk for future development. The BCPC will align the Zoning Amendments to follow the Revitalization Plan goals. Route 313 Right-of-Way and Parking in all districts will be reviewed and changes will be recommended to support the Revitalization Plan. A business analysis using GIS technology will be performed by the BCPC to provide demographic data which could be used as a marketing tool for businesses or the Borough. Mr. Wert will provide future updates to the Council as meetings continue.

COMMITTEE REPORTS: None

OTHER BUSINESS:

1.) Joint UCC Appeals Board Agreement revised draft ordinance:

A revised draft ordinance was presented by Michael Kracht to Council concerning the amendment to the Joint Uniform Construction Code (UCC) Appeals Board Agreement with East and West Rockhill to add Silverdale Borough. There was a minor change made to the language in the preamble and section 5. The revised draft ordinance will be advertised and a vote will take place in the next few weeks. The other municipalities are expected to vote in favor of the revised draft ordinance. Council has already approved the agreement at a past meeting.

2.) Part-Time Administrative Assistant Position:

Mr. Wert announced that a previous candidate had been contacted for the part-time Administrative Assistant position recently vacated. The candidate, Lora Sulahian, is still available for employment and has agreed to the Borough's offer. Ms. Sulahian will start employment on Tuesday February 24.

COMMUNITY COMMENTS: Florence Rodgers asked if the public has a say as to whether the Historic District Ordinance is approved. Council explained that there will be a public meeting held for residents to give feedback to the proposed ordinance but that Council will make the final formal decision.

COMMENTS FROM COUNCIL: None.

ADJOURNMENT: **ON A MOTION** by, Mr. Mayes declared the meeting adjourned at 8:27 pm.

Respectfully submitted,

Date Approved: _____

William Wert,
Manager/Secretary/Treasurer