

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
MONDAY, MARCH 24, 2025**

- 1. CALL TO ORDER:** The March 24, 2025, meeting of Borough Council was held in Borough Hall at 119 Maple Avenue, Dublin, PA. Council President Tim 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.*
Police Chief:	Michael Regan*
Fire Chief:	Dale Meyers*
Emergency Management Coordinator:	Michael Tuttle*

*Not Present

**Late Arrival

***Joined by Phone

- 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.

4. Public Comment on Non-Agenda Items: Mr. Jesse Zitkus of 164 South Main Street attended the meeting to express his concerns of individuals utilizing the Borough's utility easement path from the water tower, through his property to South Main Street. He previously came before Council on June 24, 2024 to express the same concern. At that time, Council agreed to add more signage and erect a temporary barricade to help mitigate the issue. Since then, according to Mr. Zitkus, there continues to be pedestrian and at times motor scooter traffic. He stated to Council that he is willing to install a split rail fence with a gate to block unauthorized access through his property. Mr. Zitkus further advised that he is willing to supply the labor, costs and future maintenance of the fence and gate. Additionally, he suggested that the Borough provide the lock to be installed to secure the gate. This would help ensure that the Borough maintains control over any combinations that would be needed by Borough Staff and Contractors accessing the water tower/wellhouse.

- 5. Approval of Minutes:**

- 5.1. Minutes from March 10, 2025, Meeting:**

Motion by Mr. Kessler, seconded by Mr. Brennan, and unanimously carried, approving the minutes of the March 10, 2025 meeting as presented.

6. Payment of Bills:

6.1. Bills List dated March 24, 2025, in the amount of \$50,707.90 (all funds):

Motion by Ms. Rosenthal, seconded by Mr. Brennan, and unanimously carried, approving the bills list dated March 24, 2025, in the amount of \$50,707.90.

7. Discussion Items:

7.1. Consideration of Opening General Fund CD: Ms. Pursell advised that one of the General Fund CDs is set to mature on March 26, 2025. She requested authorization to open a new CD through PLGIT with the bank offering the highest interest rate.

Motion by Mr. Kessler, seconded by Ms. Rosenthal, and unanimously carried, authorizing the opening of a new CD through PLGIT with the bank offering the highest interest rate.

7.2. Resolution 2025-06: Application for DCED PA Small Water & Sewer Grant: Ms. Pursell advised on February 24, 2025 Council authorized Gilmore & Associates to move forward with applying for a grant to cover expenses related to the cost of a new generator and transfer switch at the Wastewater Treatment Plant. After reviewing the site, it was recommended to include in the grant the replacement of fencing and signage around the generator for safety. The grant application requires the governing body adopt a Resolution to be included in the grant submission.

Motion by Mr. Mayes, seconded by Mr. Brennan, and unanimously carried, adopting Resolution 2025-06: Application for DCED PA Small Water & Sewer Grant, as presented.

7.3. Public Hearing for Potential Adoption of Amendment to Alternative Energy Ordinance No. 343: Ms. Kushto gave a brief overview of the draft amendment that Council authorized the Borough Solicitor to prepare in January of 2025. There were no Public Comments regarding the draft amendment at this time.

Motion by Mr. Brennan, seconded by Ms. Rosenthal, and unanimously carried, adopting Ordinance No 343, Amending Chapter 3 of the Borough's Code of Ordinances to Insert Certain Definitions and Updates Concerning Alternative Energy Provisions.

7.4. Discussion on Conditional Use Ordinance: Ms. Kushto explained that at the February 24, 2025 meeting, Council authorized the Borough Solicitor to prepare an amendment to bring Ordinance No. 294 into compliance with the Municipal Planning Code. The draft, if accepted by Council, would still need to be forwarded to the Planning Commission and Bucks County Planning Commission for comment.

Motion by Mr. Mayes, seconded by Mr. Kessler, and unanimously carried, authorizing the Planning Commission and Bucks County Planning Commission to review the proposed draft Ordinance Amending Chapter 27 Section 27-1003 Regarding the Application Requirements for Conditional Uses.

7.5. Discussion on Outdoor Dining Ordinance: Ms. Pursell advised at the last meeting there was a request to review Ordinance No 340 Permitting Outdoor Dining in Dublin Borough. A discussion was held to determine if there were any changes to be made. The following items were proposed to be added to the Ordinance: 1. no amplified sound; 2. limit outdoor seating to 25% of indoor seating of the business; and 3. the dining area would need to be placed on a permanent surface. The consensus of Council was to have the Borough Solicitor update the current Ordinance for the Dublin Borough and Bucks County Planning Commissions to review.

8. Committee Reports: There were no comments at this time.

9. Public Comment: There were no comments at this time.

10. Comments from Council Members: President Hayes asked Ms. Pursell to update Council on the status of the Godwin Diesel Pump at the Twin Oaks Pumping Station. She indicated that the Goodwin Pump (diesel back up) has been removed and is in the process of being repaired at a shop. Additionally, an integral part that works the on and off system failed and needed to be immediately replaced. The two (2) new pumps are up and running and a temporary back up pump is being rented.

Mr. Mayes asked for an update on the Street Lighting Retrofitting. Ms. Pursell stated that she will reach out to the Consultant and Armour & Sons for an answer of when work is expected to begin.

Mr. Mayes expressed his dissatisfaction with the temporary repairing of potholes on Rickerts Road and asked if there was a better long term solution. Ms. Pursell explained that she and Michael McHugh in Public Works are aware of the situation and are actively working on addressing the problem.

11. Adjournment: Upon motion by Mr. Sharer, the meeting was adjourned at 8:27 p.m.

Respectfully Submitted,

Date Approved:




Colleen M. Pursell, Manager/Secretary