

**MINUTES OF DUBLIN BOROUGH COUNCIL MEETING
MONDAY, JANUARY 25, 2016**

1. **CALL TO ORDER:** The Monday January 25th 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.

2. **ELECTED OFFICIALS PRESENT**

Mayor:	Chris Hayes	
Council:	Jeffrey Sharer	Gary Mast
	Brent Smith	John Sherer
	Matthew Mayes	Kent Moore*

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: Phil Myers - 124 N Main Street, Florence Rogers – 114 South Main Street, David Tempesta-117 Deep Run Road

3. **COMMUNITY COMMENTS:** None

4. **MINUTES OF PREVIOUS MEETING – JANUARY 4, 2016:**

After some discussion, **ON A MOTION** by Brent Smith, seconded by Gary Mast, all present voted in favor to approve the minutes of the January 4, 2016 Council Meeting. **Motion carried 5-0.**

5. **APPROVAL OF BILLS LIST:**

- a. Bills List dated January 21, 2016: After some questions and discussion, **ON A MOTION** by Brent Smith, seconded by Gary Mast, all present voted in favor to approve the Bill List of January 21, 2016. **Motion carried 5-0.**

6. **BOROUGH OFFICIALS REPORTS:**

- a. Dublin Fire Company: Dublin Fire Company President Phil Myers provided his monthly report.
- b. Mayor: No Report.
- c. Borough Manager: Mr. Wert gave a verbal report. There was some discussion and concerns over the recent snowstorm. Council Member Matt Mayes expressed some concerns regarding the pile of snow that the Borough's contractor placed along the sidewalk near the basin on his, and his neighbor's property as it was getting way too high and how this could pose a possible liability to the homeowner.

After some discussion and questions, by **CONSENSUS** of Council, it was decided to have Dublin Police Department rope off the existing pile of snow on Applewood Lane with caution tape. It was also discussed in regards to the sidewalks not being shoveled how much time should the Borough allow before contact is made to the homeowner. Due to the extreme amount of snow, it was decided by Council, to allow 48-72 hours before making contact with the homeowner.

- d. Police Chief: Chief Lehman presented a written report for the month of December 2015 which is on file. Chief Lehman also stated that the final on-site assessment for the re-accreditation was approved on December 15, 2015.
- e. Borough Engineer: Borough Engineer Tom Zarko presented a status update on the Private Lateral Inspections. There were nineteen (19) completed thus far. There are ten (10) properties that have issues and Mr. Zarko will be meeting with Mr. Wert to go over these issues and the repair that is required. There are seven (7) properties that reviews are forth coming, four (4) properties that have consented and it's just a matter of coordinating a time, and there are seven (7) properties that have not consented. Some questions were asked about what consequences arise if the homeowner does not comply, and Mr. Zarko stated that the property owner is advised that they are in violation of the Borough Code and they may receive a fine and also if they do not consent the Borough will not do the inspection and it will be at the homeowner's expense.
- f. Borough Solicitor: No Report.

7. **DISCUSSION/ACTION ITEMS:**

- a. Vacancy on Council: Mr. Wert informed Council that recently elected Council Member Maria Elliott submitted her resignation from her position on Council for personal matters via email on January 8, 2016. As a result, Council, once accepting the resignation, has thirty (30) days to appoint someone to fill the vacancy.

After questions and discussion, **ON A MOTION** by John Sherer, seconded by Brent Smith, all present voted to accept the resignation. **Motion carried 5-0.**

- b. Authorization to Advertise Vacancy: Mr. Sharer stated that we now have to advertise and come up with a schedule to interview the candidates. By **CONSENSUS**, Council agreed to advertise to accept resumes from interested candidates by February 4, 2016 at 4:00 pm. Interviews of the candidates will take place at the February 8th Council meeting.
- c. Resolution 2016-03 – A Resolution declaring intent to follow the schedules and procedures for disposition of records as set forth by Resolution 2009-02:

Mr. Wert presented for Council's consideration an inventory of the records that are to be destroyed. Mr. Wert explained that it was all inventoried and the records that are to be destroyed have met the requirements and the proper documentation for the State will be completed as proof that these records were the actual records destroyed.

After some discussion and questions, **ON A MOTION** by Gary Mast, seconded by Brent Smith, all present voted to approve Resolution 2016-03. **Motion carried 5-0.**

8. **COMMITTEE REPORTS:**

- a. Park and Recreation: Gary Mast sent out emails regarding the availability of others to get together to discuss park fees and rules & regulations.

- 9. **OTHER BUSINESS:** Mr. Wert presented for Council a contact list of all Boards, Commissions and Delegates that corresponds with the Reorganization Resolution Approved at Council's January 4th meeting. This is intended to be an in-house contact list for Council only to be used internally. Discussion occurred regarding whether or not Council should obtain a Borough issued email address. Mr. Wert will explore further and report back.

10. **COMMUNITY COMMENTS:**

11. **COMMENTS FROM COUNCIL:**

President Jeff Sharer stated that the Planning Commission should be begin meeting to review the proposed zoning changes as it relates to the Revitalization & Vision Plan. Mr. Sharer also stated the Finance Committee should meet to begin discussion the bond issuance and associated projects.

Mr. Gary Mast asked about the crosswalks and if we heard any news, Mr. Wert said that the County will contract with the Borough to get the grant going and once it's executed with Mr. Zarko to get the project going.

Mr. Matt Mayes suggested starting a "Street Committee" and Mr. Brent Smith suggested that Mr. Mayes should get some more information together so that Council can consider this Committee in the future and/or flourish in another Committee.

Mr. Mayes also wanted to know why there were no lines in the upper lot of the Park as well as "tire bumpers". He suggested maybe we need to acquire concrete stoppers in the upper lot as well as a handicap designation at a future date. Mr. Zarko said that the contractor has provided him with a proposal and he will discuss it at a later time.

Mr. Mast talked about Community Day and the date set would be June 5, 2016.

Mr. Sharer announced that Council will be going into an Executive Session after the meeting to discuss a legal matter and that Council will not reconvene.

12. **ADJOURNMENT:** **ON A MOTION** by Brent Smith, Mr. Sharer declared the meeting adjourned at 9:16 pm.

Respectfully submitted,

Date Approved: _____

William Wert,
Manager/Secretary/Treasurer