

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
MONDAY, NOVEMBER 25, 2024**

1. **CALL TO ORDER:** The November 25, 2024, 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:	Brian Cicak, P.E.*
Police Chief:	Michael Regan*
Fire Chief:	Kevin Nugent*
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:** There were no comments at this time.

4. **Public Comment on Non-Agenda Items:** There were no comments at this time.

5. **Approval of Minutes:**

- 5.1. **Minutes from November 11, 2024, Meeting:**

Motion by Mr. Smith, seconded by Mr. Kessler, and unanimously carried, the minutes of the November 11, 2024, meeting were approved, as presented.

6. **Payment of Bills:**

- 6.1. **Bills List dated November 25, 2024, in the amount of \$128,214.10 (all funds):**

Motion by Mr. Brennan, seconded by Mr. Kessler, and unanimously carried, Council approved the bills list dated November 25, 2024, in the amount of \$128,214.10.

7. Discussion Items:

7.1. Consideration to Open General Fund CD: Ms. Pursell advised that the Borough currently has three (3) General Fund CDs that will mature in March, June and September of 2025. She requested authorization to open a fourth CD that will mature in December of 2025.

Motion by Mr. Kessler, seconded by Mr. Mayes, and unanimously carried, Council authorized opening a General Fund CD with a one-year term, maturing in December of 2025.

7.2. Request for Escrow Release – 144 N Main Street: Ms. Pursell stated that CKS Engineers has received a request from the 144 N Main Street Subdivision applicant, seeking a reduction in their Letter of Credit. This authorization would reduce the Line of Credit by \$727,915.00, based on the improvements that have been made.

Motion by Mr. Kessler, seconded by Mr. Brennan and unanimously carried, Council authorized Escrow Release # 1 in the amount of of \$727,915.00 for the 144 N Main Street Land Development.

7.3. Resolution 2024-10 Intergovernmental Recycling Agreement: Ms. Pursell advised that Hough Associates is finalizing our 2023 904 Recycling Performance Grant Application and preparing for submission. They noticed that the Resolutions and Intergovernmental Recycling Agreements which allow them to apply as a group (Dublin, Plumstead, Hilltown and East Rockhill) has expired. They have requested that each municipality adopt the attached resolution and execute the Intergovernmental Agreement.

Motion by Mr. Kessler, seconded by Mr. Mayes and unanimously carried, Council adopted Resolution 2024-10 Authorizing the Appropriate Officers to Enter into an Intergovernmental Agreement with Other Bucks County Municipalities for Yearly Collection of Residential and Commercial Recycling Data by Hough Associates and Prepare a Multi-Municipal Pennsylvania Department of Environmental Protection 904 Recycling Performance Grant Application.

7.4. Resolution 2024-11 LSA Grant Application – Dump Truck and Upfitting: Ms. Pursell advised that during the last meeting Council authorized the submission of a Local Share Account Statewide Grant Application for the purchase of a F-550 Dump Truck and Upfitting for our Public Works/Water/Sewer Department. The grant application requires the governing body to adopt a resolution seeking such funds.

Motion by Mr. Kessler, seconded by Mr. Mayes and unanimously carried, Council adopted Resolution 2024-11 for a Grant Application to the Commonwealth Financing Authority to be Used for a 2025 Ford F-550 Dump Truck and Upfitting.

7.5. Consideration to Award Bid for Hauling and Disposal of Wastewater Treatment Plant Sludge: Ms. Pursell advised that at the October 15, 2024 meeting, Council authorized the advertisement of our Hauling & Disposal of Wastewater Treatment Plant Sludge Bid. The bids were opened on November 20, 2024. CKS Engineers has recommended that Council consider awarding the bid to HydroTech Environmental for a 5-year contract at \$91.70/1,000 gallons.

Motion by Mr. Kessler, seconded by Mr. Smith and unanimously carried, Council awarded the Hauling and Disposal of Wastewater Treatment Plant Sludge Bid to HydroTech for a 5-year contract at \$91.70/1,000 gallons.

7.6. Authorization to Release Pay Estimate No. 2 (Final) for Sewer Lateral Lining: Ms. Pursell advised that CKS Engineers has recommended the release of Pay Estimate No. 2 Final to Musson Brothers for the Sanitary Sewer Mainline Lateral and Manhole Relining Project.

Motion by Mr. Mayes, seconded by Mr. Brennan and unanimously carried, Council authorized the release of \$70,970.53, Final Payment, to Musson Brothers, Inc. for the Sanitary Sewer Mainline Lateral and Manhole Relining Project.

7.7. Authorization to Advertise Ordinance No. 342: Authorize Franchise Agreement with Comcast: Ms. Kushto advised Council that the Borough's Franchise Agreement with Comcast will expire at the end of the year. In order to move forward with the execution of the agreement, an Ordinance will need to be adopted. She requested that Council authorize the advertisement of the Ordinance.

Motion by Mr. Kessler, seconded by Mr. Brennan and unanimously carried, Council authorized the advertisement of Ordinance No. 342 Authorizing a Franchise Agreement with Comcast.

7.8. Update on Streetlight Procurement: Ms. Pursell reminded Council that they previously authorized the next stage of the Streetlight Procurement Program which included a full inventory of our streetlights. This stage has been completed and Mike Fuller of Keystone Lighting Solutions will be at the December 9th meeting seeking a decision to move forward with the project or to terminate the process.

7.9. Discussion on Sewer Lateral – Olde Pilgrim Road: Ms. Pursell advised that the property at 124 Olde Pilgrim Road was initially part of the sewer lateral lining scope of work to be completed. During the last meeting, Mr. Cicak advised Council that it was not recommended by the contractor to reline this lateral. Passerini has submitted an estimate of \$4,800 to complete the repair which includes removing the existing trap/cleanout and installing a standard double sweep pvc tee in its place (6' deep approx). Replace 1 sidewalk block. Remove all spoils from site. Backfill with 2a. Rake and seed all disturbed areas.

Motion by Mr. Smith, seconded by Mr. Brennan and unanimously carried, Council accepted the quote received by Passerini & Sons, Inc., in the amount of \$4,800, for their quote dated 11/19/2024.

7.10. Discussion on Electric: Ms. Pursell advised that following the last meeting, she reached out to the Bucks County Consortium seeking information on electric suppliers that Bucks County municipalities use. Of the responses received, the municipalities either use a 3rd Party Company or contract with Constellation.

Contact was made with "5" a 3rd Party Company who has the ability to secure pricing through an RFP.

Motion by Mr. Sharer, seconded by Mr. Mayes and carried on a vote of 5-1,

Council authorized the execution of a 5-year contract with Constellation Energy using 50% renewable energy credits.

7.11. Discussion on Borough Engineering Services: President Hayes advised that over the last few weeks Council met with two (2) Engineering Firms: Wynn Associates and Gilmore & Associates to explore other possible options for the Borough's future engineering needs.

Ms. Pursell provided an overview of costs for CKS Engineers, Wynn Associates and Gilmore & Associates. In addition, a brief background was provided on each firm. A discussion was held regarding the three (3) firms and the Borough's needs.

Motion by Mr. Kessler, seconded by Mr. Brennan and unanimously carried, Council appointed Gilmore & Associates as the Borough's Engineer and Wynn & Associates as the Conflict Engineer.

8. Committee Reports: Mr. Mayes announced that the Community Development Committee met before the meeting to discuss the Alternative Energy Ordinance. Recommendations were made and will be discussed at a future meeting.

9. Public Comment: Mr. Moyer asked about the Moyer Farm Land Development Project.

10. Comments from Council Members: Mr. Mayes thanked CKS Engineers for their years of service as the Borough's Engineer.

Mr. Smith asked for an update on a dead tree located on private property along Maple Avenue. Ms. Pursell advised that the property owner was contacted and is aware of the tree which will be taken care of in the near future. Mr. Smith also advised that signage mounted to the traffic light at Route 313 / Rickerts Road needs to be adjusted.

Mayor Hayes reminded everyone that the Holiday Gathering is Friday, December 6, 2024.

11. Adjournment: Upon motion by Mr. Sharer, the meeting was adjourned at 8:32 p.m.

Respectfully Submitted,

Date Approved: 12/10/2024

Colleen M. Pursell
Colleen M. Pursell, Manager/Secretary