

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
MONDAY, NOVEMBER 26, 2018**

1. CALL TO ORDER: The November 26, 2018 meeting of Borough Council was held in Borough Hall at 119 Maple Avenue, Dublin, PA. Council President, Jeffrey Sharer called the meeting to order at 7:30 p.m.

ELECTED OFFICIALS PRESENT:

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

APPOINTED OFFICIALS PRESENT:

Borough Manager:	Angela P. Benner
Borough Solicitor:	Michael Kracht, Esq.
Borough Engineer:	Thomas F. Zarko, P.E.
Police Chief:	Michael Regan*
Fire Chief:	Kevin Nugent
Emergency Management Coordinator:	M. Philip Myers

*Not Present

**Late Arrival

2. Pledge of Allegiance: Mr. Sharer lead the Council and audience in the Pledge of Allegiance.

3. Council President Announcements: There were no announcements at this time.

4. Public Comment on Non-Agenda Items: There were no public comments.

5. Approval of Minutes:

5.1. Minutes of Meeting of November 12, 2018:

MOTION: A motion was made by Mr. Mast, seconded by Mr. Smith and unanimously approved to accept the November 12, 2018 Minutes as written.

6. Payment of Bills:

6.1. Bills List dated November 20, 2018 for \$19,165.69 (all funds):

MOTION: Upon motion by Mr. Sherer, seconded by Mr. Benonis, the Council unanimously approved the Bills List dated November 20, 2018 for \$19,165.69.

7. Discussion Items:

7.1. Pennridge Community Area Committee Annual Report: Dave Nyman presented the Pennridge Community Area Annual Report to Council and stated that they have a full-service center in Silverdale, with Debbie Scola as the Manager and Peggy Lewis who runs the kitchen. The building is 11 years old and currently the center is working on renovating the library. The annual membership is \$16, however you don't have to be a member to use the center. The center has a variety of programs that they offer and have a lot of different

programs. Although the center has limited funding from the State, they receive their main funding through the county and from fundraising with the Legacy Room serving as their main fundraising source.

Mr. Nyman reported that the center received a \$50,000 State Grant and a \$20,000 Keenan Grant. The center has also increased their intergenerational programs. Mr. Hayes asked what the biggest issues and challenges were that the center faces. Mr. Nyman responded that the biggest issue and challenge is maintenance of their building, as it is 11 years old. Additionally, the center has been experiencing problems with the fire alarm system and drainage that they have been working on.

Mr. Mast stated that he attended a legislative forum in the Legacy room and added that it is a very beautiful room, very nice facility. Mr. Nyman thanked Council for their continued support of the senior center and participation in the Pennridge Community Area Committee.

7.2. Authorization to Advertise 2019 Budget and Corresponding Ordinance: Ms. Benner presented the 2019 draft budget and reviewed the budgeted revenues and expenses projected for 2019. Ms. Benner stated that the proposed budget reflects a 3 mil increase to property taxes raising them from 18.25 to 21.25 mils. The fund balance for the general fund, continues to reduce due to increases in unfunded mandates, cost of equipment, materials and operational items. Additionally, 1.5 of the mileage increases will be dedicated to debt service related to road improvement projects. Ms. Benner also stated that due to the cost of the projected Sewer Capital Projects and Debt Service over the next five years, the budget reflects a \$40.00 annual increase to the current Sewer Fee of \$620.00. An increase of \$10.00 per quarter. The increase in the Sewer Rate will be dedicated to the Sewer Fund. The proposed capital improvements are associated with the PA DEP's Consent Order and Agreement to reduce inflows and infiltration into the sewer system.

Mr. Moore asked if there is a possibility that taxes will be raised in 2020. Mr. Smith responded stating that the finance committee has structured the rates so that they should carry into 5 years, but it may be affected if there would be additional resources and salaries for Borough Administration or Police officers. That being said, they do not foresee any increases for 2020. Mr. Mast added the debt service expense information is projected in the proposed budget and the debt service is covered by the rate increase. Mr. Hayes asked how the proposed development is considered with the budget. Mr. Smith stated that it is not reflected in the budget as nothing has been submitted yet. Ms. Benner added that the capital projects that are being borrowed for need to be completed regardless of the proposed development project taking place. Additionally, Ms. Benner stated that she did not want to show any revenue in the budget that is not guaranteed.

MOTION: A motion was made by Mr. Smith, seconded by Mr. Sherer and unanimously approved Authorizing advertisement of the 2019 Budget and Ordinance 320, adopting the 2019 tax rate.

7.3. Adoption of Ordinance 319: Joint UCC Appeal Board: Mr. Kracht stated that adoption of this ordinance should be tabled until the December 17th meeting. Mr. Kracht stated that the participating municipalities have agreed to do a joint advertisement and that will take place over the next week.

7.4. Fire Company Equipment Purchase Authorization: Ms. Benner reported to the Council that the Fire Company is purchasing a Pump Truck and per the Internal Revenue Code the Borough is required to hold a public hearing and authorize the purchase. The Fire Company is asking the Council to sign off authorizing the purchase, which is required by the IRS to advertise it. Mr. Nugent stated that they went through a loan company to get half of the amount to purchase the truck and the loan company requires that the Borough sign off even though the Borough is not financially obligated to pay for the truck. Mr. Smith asked why the statute involves the municipality and Mr. Kracht answered that it's the code of the IRS that the host municipality needs to authorize the debt and the Borough has to offer the public the opportunity to hear about it and ask questions.

MOTION: A motion was made by Mr. Mast, seconded by Mr. Benonis and unanimously approved authorizing the Borough Manager to execute the Section 147(f) Approval and Written Agreement.

7.5. Acceptance of Fire Company Active Member List per Act 172 Resolution: Ms. Benner presented the notarized list of Active Members in the Dublin Volunteer Fire Company and stated that Council needs to accept the list as per their implemented ACT 172 Resolution.

MOTION: A motion was made by Mr. Smith, seconded by Mr. Mast and unanimously approved to accept the Dublin Volunteer Fire Company's Active Member List.

7.6. Crosswalk Contract Addendum: Mr. Zarko stated that he requested that the Contractor extend the maintenance plan by 100% of the contract cost, since the contract expires in December of 2018 and corrective work cannot be completed until Spring of 2019. Mr. Kracht prepared an addendum to the contract so that the work could be completed in the Spring of 2019.

MOTION: A motion was made by Mr. Smith, seconded by Mr. Mast and unanimously authorized the Borough Manager to execute the contract addendum as prepared by the Borough Solicitor.

7.7. DEP Consent Order Amendment Consensus: Ms. Benner presented the Consent Order and Agreement Amendment to Council. Mr. Zarko stated that the agreement includes all the projects that Council previously approved and a fine schedule that is consistent with the schedule in the current agreement. Mr. Kracht added that the expiration date is bumped out 3 months. There was a consensus from Council to move forward with finalizing the Amendment. Ms. Benner stated that the finalized amendment agreement would be on the December 17th agenda for execution.

8. Committee Reports: Mr. Mast stated that the Holiday Gathering will be Saturday Dec 8th at the Fire House from 5:30 – 8:30.

9. Other Business: Mr. Moore asked Mr. Nugent about the status of reducing the cycles for the siren. Mr. Nugent responded that they are working on it and they will do it if it can be done. Mr. Sharer stated that the President of the Middletown Fire Company told him that they had eliminated use of their fire siren and the number of responders decreased to the point that at times there was not enough fire fighters to go to a fire call as they were down to 2 or 3 individuals per call. Due to this problem, they are going to reinstall the fire siren so their response number will go back up. Mr. Sharer added that fire fighters were sleeping through their pager and phone or they be mowing the lawn and didn't know their pager was going off. However, they always hear the siren.

10. Public Comment: There were no public comments at this time.

11. Comments from Council Members: There were no comments from Council at this time.

12. Executive Session: Mr. Sharer announced that Council would be meeting in executive session to discuss litigation items.

13. Adjournment: Upon motion by Mr. Smith, the meeting was adjourned at 8:46 p.m.

Respectfully Submitted,

Date Approved: _____

Angela P. Benner,
Manager/Secretary/Treasurer