

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
MONDAY, APRIL 8, 2024**

- 1. CALL TO ORDER:** The April 8, 2024, meeting of Borough Council was held in Borough Hall at 119 Maple Avenue, Dublin, PA. Council President Timothy 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.
Borough Engineer:	Brian Cicak, P.E.
Police Chief:	Michael Regan
Fire Chief:	Kevin Nugent
Emergency Management Coordinator:	Michael Tuttle*

*Not Present

**Late Arrival

- 2. Pledge of Allegiance:** President Hayes led Council and the 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 comments at this time.

- 5. Approval of Minutes:**

- 5.1. Minutes of Meeting of March 25, 2024:**

Motion by Mr. Smith, seconded by Ms. Rosenthal and unanimously carried, the minutes of the March 25, 2024 meeting were approved, as presented.

- 6. Payment of Bills:**

- 6.1. Bills List dated April 8, 2024 in the amount of \$63,928.58 (all funds):**

Motion by Ms. Rosenthal, seconded by Mr. Brennan and unanimously carried, Council approved the bills list dated April 8, 2024, in the amount of \$63,928.58.

- 7. Borough Official Reports:**

- 7.1. Dublin Fire Company:** Council was provided with the March 2024 report. They responded to thirteen (13) calls, five (5) of those calls were in the Borough.

7.2. Mayor: Mayor Hayes wanted to acknowledge that there were two new businesses that opened in the Borough: Dublin ACE Hardware in the Shopping Center and Mercatino Pronto, an Italian Bakery in The Square. Mayor Hayes wishes them well.

7.3. Borough Manager: Ms. Pursell added one item to her report. There was another SSO, which brings the total of SSO's to six (6) since December of 2023.

7.4. Chief of Police: Chief Regan provided Council with the Police Report for March 2024, which included 143 total incidents. The Pennsylvania State Police handled one (1) call overnight during the month. Officer Burkhardt and Officer Gol completed 2024 Legal Updates Training for MPOETC. Their Bus Patrol School Bus Violation Program resulted in 18 referrals of which 9 were approved for citations. Chief Regan attended a meeting in Quakertown to address funding to extend the current Co-Responder Program. Over the first year of the program 26 Dublin Borough residents have been assisted with their mental health/housing/aging issues. Handcuffing/Control Tactics Training was completed by Chief Regan, Sergeant Kirk, Det. McClelland, Officer Bastek and Officer Smith. A cyberattack on the Bucks County Radio System continued to affect their operations in March as their mobile data terminals in the police cars throughout Bucks County are still not functioning, limiting many of their resources. Chief Regan applied for a Harbor Freight grant and was awarded \$300.00 to be used for tools and equipment.

Ms. Rosenthal mentioned that Officer Casey Smith can be funded for QPR and the Suicide Prevention Task Force of Bucks County will fund him as a trainer for a 2-hour suicide prevention program. They are hoping to do a class this summer and then he will be able to train other officers and the community. Officer Smith will be their second trained police officer.

7.5. Borough Engineer: Mr. Cicak stated the 2023 Water Audit results met the requirements. This included non-revenue sources such as the flushing of hydrants, fire department usage, emptying the water storage tank and Borough Hall accounting for 12% of non-revenue system production. He thanked Ms. Pursell for making sure all the meters were correct. Mr. Cicak noted they are putting together the NPDES renewal that will expire November 2024. It has to be submitted 180 days prior, so it will be submitted at the end of May.

7.6. Borough Solicitor: Mr. MacNair gave an update on 144 N. Main Street. He has been in touch with Kellie McGowan, the developer's attorney. They are working on a land development agreement and the easement documents. The documents will be submitted to the Planning Commission, then to Council once state approvals are obtained which will hopefully be by the end of the month.

8. Discussion Items:

8.1. Consideration to Approve Opening of Water Fund CD: Ms. Pursell informed Council they opened up a Water Fund CD last year in the amount of \$250,000 at QNB at the rate of 4.0%. That CD is going to mature on 04/14/2024, so she would like to move that CD to PLGIT with the bank at the highest interest rate. Currently, Solera National Bank in Lakewood, Colorado has a 12-month CD at the rate of 5.10%.

Motion by Mr. Smith, seconded by Mr. Brennan and unanimously carried, Council approved the opening of a 12-month Water Fund CD with PLGIT at the bank with the highest interest rate, which is currently Solera National Bank with a rate of 5.10%.

8.2. Resolution 2024-03 Application for Watershed Restoration & Protection Program Grant:

Motion by Mr. Smith, seconded by Ms. Rosenthal and unanimously carried, Resolution 2024-03 Authorizing an Application for a Watershed Restoration and Protection Program Grant in the amount of \$82,468 and Designating the Borough Manager and Council President as the Officials to Execute all Documents and Agreements was approved.

8.3. Discussion on Ordinance for Knox Boxes: Chief Nugent gave an overview of Knox Boxes. He explained that commercial property owners would purchase a Knox Box that would be coded to Dublin. The owner would place a key to the property inside the box and the Fire Company would hold the Knox Box key. During a fire call, the fire company would use the key inside the box to gain access inside the commercial property and avoid the need to break any doors, windows, etc. Mr. Smith asked if the new businesses would be required to get a Knox Box and/or will the existing businesses be mandated to get one. Ms. Pursell indicated that Plumstead Township's ordinance has three (3) scenarios that trigger the installation of a Knox Box: 1. any new commercial building, 2. Any commercial buildings that obtain a zoning permit for any type of work 3. all existing commercial buildings with a fire alarm or sprinkler system. Chief Nugent added that apartment buildings are critical because of all the people living in one building.

Mr. Loughery mentioned that he has Knox Boxes at The Square, The Station and the Mixed-Use Building. It is very beneficial. Mr. Smith suggested having the Borough Solicitor prepare a draft Knox Box Ordinance.

Motion by Mr. Smith, seconded by Ms. Rosenthal and unanimously carried, authorization was given to have the Borough Solicitor prepare a draft Knox Box Ordinance for future consideration.

8.4. Authorization to Prepare Draft Zoning Ordinance Amendment for the Planned Village District: Mr. MacNair suggested Council authorize him to prepare a draft Zoning Ordinance Amendment for the Planned Village District.

Motion by Mr. Smith, seconded by Mr. Brennan and unanimously carried, authorization was given to have the Borough Solicitor prepare a draft Zoning Ordinance Amendment for the Planned Village District for future consideration.

8.5. Consideration to Approve Proposal for Replacing the Meeting Room Windows: Ms. Pursell explained to Council that replacing the meeting room windows has been on the budget for a long time. Ms. Pursell received a proposal from Capa Builder's, Inc., who is part of CoStars, in the amount of \$37,418.90 to replace all five windows in the Meeting Room. The amount that was budgeted last year for the windows was \$30,000.00, and another \$30,000.00 was budgeted in this year's budget. Ms. Pursell also noted that the Borough budgeted this year for new security cameras. The quote was received for the cameras which are significantly under budget. The most cost-effective type of window is Marvin. Mr. Smith suggested having the quote updated stating that the Borough will keep the old windows for future resale or just for the history of them.

Motion by Mr. Smith, seconded by Mr. Brennan and unanimously carried, the proposal from Capa Builder's Inc. dated April 1, 2024 in the amount of \$37,418.90 for the replacement of

five (5) windows in the Borough Meeting Room was approved with the stipulation that the old windows remain as Borough property.

9. **Committee Reports:** President Hayes stated that there will be a Community Day Meeting on May 13, 2024.

10. **Public Comment:** Mr. Neal Moyer asked what year the picture was made that is hanging on the wall in the meeting room. Ms. Pursell stated the date is sometime between 1979-1980.

11. **Comments from Council Members:**

12. **Adjournment:** Upon motion by Mr. Smith, the meeting was adjourned at 8:06 p.m.

Respectfully Submitted,

Date Approved: 4/10/24

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