

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

1. **CALL TO ORDER:** The January 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:	Michael Kracht, 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:** President Hayes announced Council held an Executive Session prior to the meeting to discuss personnel.

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

5. **Approval of Minutes:**

- 5.1. **Minutes of Meeting of January 2, 2024:**

Motion by Mr. Kessler, seconded by Mr. Brennan and unanimously carried, the minutes of the January 2, 2024 meeting were approved, as presented.

6. **Payment of Bills:**

- 6.1. **Bills List dated December 27, 2023, in the amount of \$95,666.70 (all funds) and bills list dated January 8, 2024, in the amount of \$38,242.86 (all funds):**

Motion by Mr. Mayes, seconded by Mr. Kessler and unanimously carried, Council approved the bills list dated December 27, 2023, in the amount of \$95,666.70 and the bills list dated January 8, 2024, in the amount of \$38,242.86.

7. **Borough Official Reports:**

7.1. Dublin Fire Company: Chief Nugent provided Council with the December 2023 report. They responded to eighteen (18) calls. Three (3) calls were in the Borough. The total amount of calls for 2023 was 247.

7.2. Mayor: Mayor Hayes wanted to thank everyone who helped with the holiday events.

7.3. Borough Manager: Ms. Pursell provided Council with her December 2023 report. Additionally, she announced that the Borough had an SSO on December 10, 2023 due to the excessive amount of rainfall. The Borough had three (3) SSO's in December. We anticipate more SSO's with the additional rain coming this week. Mr. Mayes raised concerns about the Borough's shift from experiencing three (3) SSO's over three years to the occurrence of the same number within a single month. He asked if the increased population residing in the area could potentially be causing the issue. Mr. Cicak mentioned the ground is saturated due to heavy rainfall. He plans to present an updated report to Council during the next meeting.

Ms. Pursell advised Council that the Hilltown Township property that was added onto the Boroughs bulk water line service was required to have a separate meter to be monitored by Dublin. During a meter read on January 4, 2024 it was discovered that Hilltown Water and Sewer Authority removed Dublin's meter and installed their own meter. We are working with Hilltown Water and Sewer Authority to have this corrected.

7.4. Chief of Police: Chief Regan provided Council with the Police Report for December 2023, which included 115 total incidents. The Pennsylvania State Police handled no calls in the Borough during December. MPOETC Use of Force and Control Tactics Training was completed by Officer Gol, Officer Burkhardt, Officer Meisner and Officer Foster. They participated in two (2) Shop With A Cop events: one at the Hilltown Walmart and one at the Quakertown Walmart. In December the department processed sixteen (16) School Bus Patrol Program Violations, six (6) of these violations were issued citations. Chief Regan attended training on dealing with hoarding behaviors.

Mr. Mayes expressed his opinion that there should be warnings sent out to all violators that did not get a citation. Chief Regan explained that some of the violators did not do anything wrong and some of the bus drivers need more training. A brief discussion was held.

Ms. Rosenthal thanked Chief Regan for attending the mental health courses that were provided by the County.

A brief discussion was held on police department donations made by the public. Moving forward all donations will be tracked in an account that is carried over year to year.

7.5. Borough Engineer: Mr. Cicak informed Council that the Borough was issued an MS4 Waiver. This waiver will relieve the Borough from undertaking extensive stormwater projects until 2029. The program is regulated through DEP and requires municipalities to do water quality treatment; rehabbing basins, building filter swales and more... They requested a waiver to not participate in the program, due to population and the streams that were tributary are not high-quality streams. Mr. Cicak advised that CKS Engineers is looking to advertise for the Reactor Tank B Project, which is on the agenda for Council's approved. They would like to get the contracts back in February and start the project in the spring.

CKS Engineers is still working on gathering data for the copper lead rule. There are 448 services in the Borough, of which 233 are still questionable. They are going through paperwork before 1991 to try to reduce that number. They will have to excavate only 20% of what is left and hopefully the Borough will not need to dig up more than 20 lots. He has also confirmed that they will be able to complete soft digs, using a vacuuming truck instead of an excavator. This will be completed by October of 2024.

7.6. Borough Solicitor: Mr. Kracht invited everyone to attend to the Planning Commission Meeting scheduled for Monday, January 15, 2024 at 7:30 pm at the Dublin Fire Company. 4th Soil Land Development will be presenting a Sketch Plan for the Moyer Farm Tract and Dublin Shopping Center.

8. Discussion Items:

8.1. Appointment of Zoning Hearing Board Alternate: Ms. Pursell announced that at the last meeting a discussion was held regarding the Zoning Hearing Board Alternate position which is vacant. Council directed her to contact Mr. Bob Olsen to see if he would be interested in filling the position. Mr. Olsen agreed to fill the vacancy.

Motion by Mr. Mayes seconded by Mr. Brennan and unanimously carried, Council appointed Robert Olsen as the Zoning Hearing Board Alternate.

8.2. Authorization to Close Out Waste Management Escrow: Ms. Pursell explained to Council that our contract with Waste Management ended on December 31, 2023. Ms. Pursell requested authorization to close out Waste Management's escrow account and return the remaining escrow funds, which is currently \$5,092.77, to Waste Management.

Mr. Kracht proposed contacting Whitetail Disposal to acquire educational materials on recycling methods. Mr. Mayes suggested including recycling information in the newsletter.

Motion by Mr. Kessler seconded by Mr. Smith and unanimously carried, Council approved the request for Ms. Pursell to close out the Waste Management Escrow.

8.3. Authorization to Advertise Dublin WWTP Reactor Tank B Rehabilitation Bid: Mr. Cicak stated the bid will have two (2) separate contracts, one is for mechanical work and one for the painting of the tank.

Motion by Mr. Mayes seconded by Mr. Kessler and unanimously carried to advertise the bids for the Dublin WWTP Reactor Tank B Rehabilitation Project.

8.4. Consideration of Adopting Ordinance #337 – Dublin Borough Regional Authority: Mr. Kracht explained the Ordinance must be separately advertised, which is why it is on the agenda for tonight. Mr. Kracht advises that Section 8, as advertised, should have its final sentence amended as "Dublin Borough shall approve any plan or project of the Authority." This requirement should extend to both the Articles of Incorporation and the Certification that Ms. Pursell needs to file for advertising purposes.

Motion by Mr. Smith seconded by Mr. Kessler and unanimously carried, Council adopted Ordinance #337, Dublin Borough Regional Authority, as amended.

8.5. Authorization to Advertise Adoption of Ordinance # 337 Dublin Borough Regional Authority:

Motion by Mr. Smith seconded by Mr. Mayes and unanimously carried, Council authorized Ordinance #337, Dublin Borough Regional Authority, as amended to be advertised.

8.6. Consideration to Update Life Insurance Policy: Ms. Pursell explained to Council that the Borough's life insurance policy does not coincide with the Borough Policy Handbook, which states that full time employees will be provided life insurance policies in an amount 2.5 times their gross salary up to a maximum of \$100,000.00. The current policy does not offer \$100,000.00 without having a review by underwriting. Ms. Pursell requested quotes from Delaware Valley Health Trust. The estimate they received was \$3,832.00 to insure all of our full-time employees at \$100,000.00 with no underwriting required. She did note that at the age of 65 the benefits will reduce and at the age of 70, the benefits will reduce again. Ms. Pursell recommended that Council review the handbook in the near future and decide if they want to make any changes. Mr. Smith thanked Ms. Pursell for finding a solution.

Motion by Mr. Smith seconded by Mr. Kessler and unanimously carried, Council accepted the quote for Life Insurance from Sun Life, which will insure full-time employees in accordance with the Handbook with a maximum benefit of \$100,000.00.

8.7. Consideration to Accept Changes of ACE Hardware Signage: Ms. Pursell indicated that at the December 11, 2023 Council Meeting, ACE Hardware requested outside signage and vinyl signage for their windows. Council approved the signage as presented for ACE Hardware only. At the time, ACE Hardware had not applied for the vinyl signage. Following the approval, Ms. Pursell contacted Mr. Mott and requested he apply for a permit and submit the associated fees. When Mr. Mott (ACE Hardware) submitted the application, he added a few extra signs, which were not mentioned at the time of the prior meeting where he received approval. Ms. Pursell went into detail on the changes and add-ons that ACE would like to do. Mr. Smith stated the applicant is requesting a lot of changes. There was a consensus to table the discussion and request that the applicant attend the January 22, 2024 meeting.

9. Committee Reports: Mr. Mayes indicated there will be a Community Day Meeting before the next meeting on January 22 at 6:30 p.m.

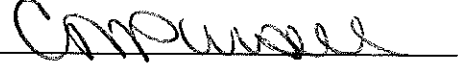
10. Public Comment: There were no comments at this time.

12. Comments from Council Members: There were no comments from Council Members.

13. Adjournment: Upon motion by Mr. Sharer, the meeting was adjourned at 8:38 p.m.

Respectfully Submitted,

Date Approved: 


Colleen M. Pursell, Manager/Secretary