

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
MONDAY, JANUARY 9, 2023**

- 1. CALL TO ORDER:** The January 9, 2023, 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 7:31 p.m.

ELECTED OFFICIALS PRESENT:

Mayor:	Chris Hayes	
Council:	Jeffrey Sharer	Brent Smith
	Matthew Mayes	Robert Olsen
	William Benonis	Timothy Hayes
	Philip Kessler	

APPOINTED OFFICIALS PRESENT:

Borough Manager:	Colleen M. Pursell
Borough Solicitor:	Caroline Zook, Esq.
Borough Engineer:	Thomas F. Zarko, P.E.
Police Chief:	Michael Regan
Fire Chief:	Kevin Nugent*
EMS Chief:	Michael Tuttle
Emergency Management Coordinator:	M. Philip Meyers*

*Not Present

**Late Arrival

- 2. Pledge of Allegiance:** President Sharer 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 public comments at this time.
- 5. Approval of Minutes:**
- 5.1. Minutes of Meeting of December 12, 2022:**

Motion by Mr. Mayes, seconded by Mr. Benonis and unanimously carried, the minutes of the December 12, 2022 meeting were approved, as presented.

6. Payment of Bills:

- 6.1. Bills List dated December 27, 2022, in the amount of \$65,717.60 (all funds) and the Bills List dated January 9, 2023 in the amount of \$37,769.88 (all funds):**

Motion by Mr. Timothy Hayes, seconded by Mr. Benonis and unanimously carried, Council approved the bills list dated December 27, 2022, in the amount of \$65,717.60 and the bills list dated January 9, 2023 in the amount of \$37,769.88.

7. Borough Official Reports:

7.1. Dublin Fire Company: Chief Nugent provided Council with the December 2022 report prior to the meeting for review.

7.2. Mayor: No report was given.

7.3. Borough Manager: Ms. Pursell advised that Rodney Shultz, on behalf of Kyle Peters, requested approval for the installation of a second Free Library at Supplee Park which would be for children's books. In addition, the request was to have the library attached to the pavilion. A Free Library was installed last year at the park however it is not strictly for children's books. President Sharer stated there is a lot of vandalism at the pavilion. Mr. Smith recommends installing it next to the other library, since no one has vandalized that one and there should be a Borough employee on-site to supervise the install. Mr. Mayes asked how the Borough will monitor that only children's books will be going in it. There was a consensus from Council to let them add the second library with the notion that the libraries will be removed if there are any issues with book content.

7.4. Chief of Police: Chief Regan provided the Police Report for December 2022 which included 114 total incidents. The Dublin Borough Police Department participated in two (2) Shop With a Cop events, one at the Hilltown Walmart and one at the Quakertown Walmart. They also participated in the Dublin Holiday Gathering held at the Dublin Town Center. The Pennsylvania State Police audits the department every three years with regards to how they access and use their databases (JNET/CLEAN) as well as how we protect and distribute information. The Police Department audit, in December, was successful with no major issues found. Baton and OC Spray recertification was completed by all officers during training courses held at the Upper Bucks Technical School.

Mayor Hayes asked when the Accreditation is up. Chief Regan stated it runs every three (3) years, May 21, 2023 will be their third year in it. Mr. Mayes asked if there is enough money in the budget. Chief Regan agreed there is plenty of money. President Sharer asked if he adds information to the DNA database at Bucks County. Chief stated yes, the DNA Program is quick and it is for Bucks County, but it has a lot of issues, they thought they had a carry over each year. There was a discussion about pulling out of the program. Dublin got \$6,000 back in credits, they can use towards the program over the next 3 years. It is not funded by the County. He would like to stay in it to use up the credits. Chief Regan added that you can go to the State Police, they have a broader database and you can receive data for free, but it takes a lot longer. Mr. Olsen asked if there should be any upgrades for the Accreditation. Chief Regan doesn't think so at this time.

Chief Regan advised that one of the Ford Crown Victoria's is ready to sell on Municibid. He recommends that the bid threshold be set at \$1,800.00.

7.5. Borough Engineer: Mr. Zarko reported that the DCED grant applications were submitted. The H2O Grant is for the Kern Drive Interceptor extension, which is estimated to cost \$1,440,000.00. The Borough would match 2/3 to 1/3 match by the Borough. The other is the Small Water and Sewer Project Grant (the 2023 I/I Rehab Project), which is estimated to cost \$315,500.00, with an 85/15 match. It is expected that projects will be awarded sometime in July. Mr. Zarko also advised that the Department of Environmental Protection did not award the Borough the Growing Greener Grant. The Borough could continue with the project without a grant or they can see if there are any other grants for that project.

7.6. Borough Solicitor: There was no report at this time.

7.7. Point Pleasant - Plumsteadville EMS: Chief Tuttle of Point Pleasant – Plumsteadville EMS presented his annual report to Council. There were 1,454 calls in 2022. Dublin Borough had 202 service calls which is 14% of the overall calls. Mr. Olsen stated that there was an article in the newspaper that EMS services should be contracted with the Borough. He did some research and found that Dublin Borough is not required to have a contract with EMS. However, he would like to remind residents that Point Pleasant - Plumsteadville EMS is the first ambulance to be dispatched to the Borough. Chief Tuttle stated Bucks County has it set up that Point Pleasant - Plumsteadville EMS would be the first to be sent to Dublin, but if they are busy, then it would go to the Central Bucks EMS and then Chalfont EMS. Chief Tuttle reminded Council that EMS is required to present a report each year and the Borough can decide whether or not they want to help out, but they are not required to have a contract.

8. Discussion Items:

8.1. Resolution 2023-01: Appointments: Mr. Smith asked if the Borough received any requests for appointment removals. Ms. Pursell stated that she has not received any removal requests. However, she did remove Robert Pellegrino as the Borough Delegate to the Bucks County Tax Collection Committee (TCC) since he no longer resides in Dublin and filled the position. Mr. Mayes suggested that Mr. Kessler be the head of a Chair since Mr. Benonis has 2 chairs. It was agreed to put Mr. Kessler as Chair of Parks and Rec.

Motion by Mr. Smith, seconded by Mr. Mayes and unanimously carried, Council adopted Resolution 2023-01 Appointments, as amended.

8.2. Ordinance No. 334: Setting Water and Sewer Tapping Fees: Council asked Mr. Zarko to do a study on the water and tapping fees and they discovered that the fees could be increased from \$1,812.00 to \$1,868.00 and the sewer tapping fees from \$4,430.00 to \$4,613.00. Mr. Mayes would like to advise current developers that the fees will be going up. A brief discussion was held about advising the developers and it was determined that this was not needed as the fee increases were advertised and discussed.

Motion by Mr. Benonis, seconded by Mr. Smith and unanimously carried, Council adopted Ordinance No. 334, Setting the Water and Sewer Tapping Fees at \$1,868.00 and \$4,613.00.

8.3. Resolution 2023-02: Updating Fee Schedule: President Sharer asked if the new Escrow amounts in the Fee Schedule were increased enough to help keep applicants current. A brief discussion was held and it was determined that the Escrow amount of \$5,500.00 be changed to \$7,500.00 for the Preliminary Plans for 10 or more lots and the amount of \$5,500.00 that was proposed for the Final Plans for 10 or more lots be changed to \$7,500.00.

Mr. Smith asked Ms. Pursell if there was a way to pay our professionals for the work completed for 144 N. Main Street from another fund since there isn't enough in the escrow account. Ms. Pursell stated that escrow accounts are set up with individual bank accounts. Mr. Smith would like to find out if there is any kind of fine that could be added for being late on escrow replenishments. There will be a new fee schedule and then they will have to increase their balance. Mr. Olsen asked what would happen if the Borough exceeded the time frame on the Preliminary Land Development Approval. Mr. Zarko explained it will be a deemed approval, which can be denied.

Ms. Pursell explained that the Peddling and Solicitation, alarm registration and Right to Know fees were also updated on the Schedule.

Motion by Mr. Mayes, seconded by Mr. Timothy Hayes and unanimously carried, Council adopted Resolution 2023-02 Updating the Fee Schedule, as amended.

8.4. Land Development Waiver – Pennridge Eye Care: Mr. Zarko gave a brief update on the Land Development Waiver for a minor office expansion at Pennridge Eye Care. One of the conditions of the waiver was that the applicant would have to add two (2) additional parking spaces, but there is not enough room. There is only enough room for one space. As per the Zoning Ordinance, the applicant could pay a fee in lieu of the spaces if Council would agree. The cost for the one (1) parking space would be the combination of construction cost and maintenance cost of the spot, which would be \$3,000.00. Mr. Zarko stated he recommends Council consider the fee in lieu of payment of \$3,000.00 and adding the one (1) parking space.

Motion by Mr. Smith, seconded by Mr. Benonis and unanimously carried, to approve the request for fee in lieu of for the one (1) parking space as per the Land Development Waiver in the amount of \$3,000.00.

8.5. CDBG – First Contract Amendment: Mr. Zarko explained this is part of the two (2) grants that were awarded for the sidewalk project on Middle Road. They requested the County extend the date of the first completion date, which is March 1, 2023. This Amendment is to extend the completion date of the first grant to be the same as the second grant which is on March 31, 2023. The County agreed to it. The consensus of Council was to execute the agreement.

8.6. Alternative Energy: Mr. Timothy Hayes did some research on grants for Alternative Energy. He found a few programs that would fit in with Dublin: The Silver Energy Program, the Alternative and Clean Energy Program and the Driving PA Forward. If it is a public project it should be a public grant or if a business applies for it, then it should be on their private property. The County did send all the municipalities an Alternative Energy Ordinance a few years ago. The Ordinance appears to be mostly for informational purposes not enforcement. Mr. Smith suggested that Dublin might need to adopt a Resolution in order to apply for a grant. The municipal building could apply for rooftop solar, but he doesn't think the grant would cover 100%. Ms. Pursell asked Council if they would like to adopt a Resolution to encourage Alternative Energy. Mr. Mayes explained that you would be encouraging a new developer to put one of these charging stations in their development. The consensus of Council was to adopt a Resolution in the future.

8.7. SwiftReach Networks/RAVE Mobile Safety: Ms. Pursell explained the Borough has been utilizing the Swift Reach Network to notify residents of emergency issues. The company is in the process of transitioning over to Rave Mobile Safety. RAVE Mobile Safety is raising their rates from Swift Reach price of \$ 965.00 a year to \$1,250.00 a year. All the contacts will be transferred over. The consensus of Council was to continue the service with RAVE Mobile Safety.

9. Committee Reports: Mr. Timothy Hayes announced that there was a preliminary Community Day Meeting held prior to the start of the Council Meeting.

10. Other Business: There was no other business at this time.

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


12. Comments from Council Members: Mr. Mayes asked about the interest rate on the Borough's Certificate of Deposit. Ms. Pursell advised she would confirm the maturity date and interest rate. Ms. Pursell stated that the outstanding utility bills are down to \$6,300.00 and three (3) residents are on payment plans.

13. Executive Session: Mr. Sharer announced Council would be meeting in Executive Session to discuss a real estate matter. Council will not be reconvening after Executive Session.

14. Adjournment: Upon motion by Mr. Smith, the meeting was adjourned at 8:47 p.m.

Respectfully Submitted,

Date Approved: 


Colleen M. Pursell, Manager/Secretary