

**MINUTES OF DUBLIN BOROUGH  
COUNCIL MEETING  
MONDAY, SEPTEMBER 9, 2024**

1. **CALL TO ORDER:** The September 9, 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:** President Hayes had no comments at this time.

3.1. **Swearing in Police Officer Jay Rycek**

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

5. **Approval of Minutes:**

- 5.1. **Minutes of Meeting of August 12, 2024:**

Motion by Mr. Brennan, seconded by Ms. Rosenthal and unanimously carried, the minutes of the August 12, 2024 meeting were approved, as presented.

6. **Payment of Bills:**

- 6.1. **Bills List dated August 26, 2024, in the amount of \$66,417.45 (all funds) and the Bills List dated September 9, 2024 in the amount of \$111,877.40 (all funds):**

Motion by Mr. Mayes, seconded by Mr. Kessler and unanimously carried, Council approved the bills list August 26, 2024, in the amount of \$66,417.45 and the bills list dated September 9, 2024 in the amount of \$111,877.40.

## 7. Borough Official Reports:

**7.1. Dublin Fire Company:** Council was provided with the August 2024 report. They responded to 28 calls, four (4) of those calls were in the Borough.

**7.2. Mayor:** Mayor Hayes expressed his concern regarding outdoor burning within the Borough and wanted to bring awareness to the current regulations. Mr. Mayes recollected Dublin Borough's Ordinance against burning residential waste. Chief Nugent further clarified that burning of construction waste is prohibited by DEP. Ms. Pursell stated that the upcoming newsletter mentions the open burning Ordinance in the Borough. She can also add something more in depth on the website. Mayor Hayes requested Ms. Pursell provide a list of what is not permissible to burn within the Borough so it can be compared to other municipalities in an effort to be as thorough as possible.

**7.3. Borough Manager:** Ms. Pursell provided Council with the Manager's Report for August/September 2024. She added that the Fall / Winter newsletter will be mailed out the last week of September. Additionally, a hydrant flushing is scheduled for October 6<sup>th</sup> – 8<sup>th</sup>. A notification is already on the Borough website and Facebook. Residents will be notified via reverse 911 as well.

President Hayes asked if any business have inquired about pursuing outdoor dining. Ms. Pursell stated that she has provided up to date information regarding outdoor dining to the businesses that previously showed interest but noted none have followed up to date. Mr. Mayes opened a discussion about rediscussing the recommendations made by the Planning Commission and the Bucks County Planning Commission. It was decided collectively that this item will be added to the September 23, 2024 meeting's agenda.

**7.4. Chief of Police:** Chief Regan provided Council with the Police Report for August 2024, which included 120 total incidents. The Pennsylvania State Police monthly incidents handled report shows two overnight incidents reported. Both were false alarms. The Bus Patrol School Bus Violation Program resulted in four referrals, of which two were approved for citations. Chief Regan participated in hiring interviews for new Upper Bucks County Mental Health Co-Responders. There were four excellent candidates; one was selected and accepted the position. There was an area wide table top exercise held at the Upper Bucks Technical School on the subject of school incidents which Sergeant Kirk attended. A few of our Dublin Borough officers attended Officer Casey Smith's swearing in at Quakertown Borough. Officer Smith will be missed.

**7.5. Borough Engineer:** Mr. Cicak gave an update on the I / I Sewer Rehabilitation project status. Musson Brothers, the contractor, has been televising and flushing sewer mains. They are ordering the liners for the pipe runs. Residents will receive notifications of any minor interruptions in service before work starts. Reactor Tank B painting is wrapped up and work is now moving onto the mechanical portion. AKC Mechanical, LLC has been given a two-week extension but work is still expected to be done by the end of the year. Mr. Cicak advised that he also visited the sewer plant and is gathering numbers for the budget for the potential installation of a new generator.

**7.6. Borough Solicitor:** Mr. MacNair had no comments at this time.

## 8. Discussion Items:

**8.1. Perkiomen Apartments Final Land Development Plan Submission:** Mr. Dan Lyons, Esq., the applicant's attorney, introduced Thomas Borghetti, the Development Manager, Matt Johnson, the Director of Development for Berger Communities and Michael Cowan the site Engineer with Commonwealth Engineers. Mr. Lyons gave an overview of the project. He stated since the preliminary approval the applicant has met the majority of the conditions and the rest are "will comply with" to the satisfaction of the Borough Engineer. He advised the plan now reflects the sidewalk connecting to Maple Avenue and complies with the Planning Commission's recommendations. He also pointed out additional renderings that were provided for reference. Mr. Borghetti spoke about the realigning of the sidewalk ramps and grading. He listed the steps necessary to relocate two parking spaces for the sidewalk alignment. By doing so, this creates a minor adjustment from 23 to 25 parking spaces on the applicant's waiver request to allow greater than 20 additional spaces. President Hayes affirmed with Mr. Borghetti that if grading cannot be adjusted to save the existing trees in the rear yard they will provide the required buffering or replacement for those trees. Additionally, the stormwater management report needs to be updated. Mr. Mayes asked for clarification on the stairs and ADA compliance.

**Motion by Mr. Mayes, seconded by Mr. Brennan and unanimously carried, Council approved final land development approval conditioned upon compliance with the August 12, 2024 CKS review letter as well as the August 19, 2024 Bowman Traffic Engineering review letter and conditioned upon modification of the previously approval SALDO waiver to allow for an increase in the number of continuous parking spaces in the existing parking area from 23 up to 25.**

**8.2. Consideration to Award the Snow Removal and Anti-Skid Application Service Bid:** Ms. Pursell advised that the Borough received one bid and recommended that Todd's Total Lawn Care be awarded the three-year contract with Dublin Borough. Mr. Mayes commended Todd's Total Lawn Care for their services during the last contract period.

**Motion by Mr. Mayes, seconded by Mr. Kessler and unanimously carried, Council approved the Snow Removal and Anti-Skid Application Service Bid be awarded to Todd's Total Lawn Care as presented.**

**8.3. Public Hearing: Consideration to Adopt Ordinance 341 – Requiring Street Numbers and Names on Non-Residential Buildings:** Mr. MacNair gave an overview of what the ordinance proposes and allowed time for public comment. There were no public comments.

**Motion by Mr. Kessler, seconded by Mr. Mayes and unanimously carried, Council approved to Adopt Ordinance 341 – Requiring Street Numbers and Names on Non-Residential Buildings.**

**8.4. 144 N Main Street Land Development Activity:** Mr. MacNair outlined Dublin Borough's requirements for recording final land development plans. He advised that Kellie McGowan, Esq., the developer's attorney contacted him requesting the Borough consider the execution of a Release, Hold Harmless and Indemnification Agreement which would allow the developer to continue construction and protect the Borough in the event that the plans cannot get recorded.

**Motion by Mr. Kessler, seconded by Mr. Mayes and unanimously carried, Council authorized the execution of a Release, Hold and Indemnification Agreement for the 144 North Main Street Land Development.**

**8.5. Discussion on Pumping Station Generator:** Ms. Pursell explained that during the last power outage, the Goodwin Diesel Pump at the Twin Oaks Pumping Station experienced an operational failure. The Godwin Diesel Pump was installed as a back-up to the pumps on site for power outages. The vitals of the pump are checked daily and it is run several times a month to help prevent operational failures. Mike McHugh obtained a quote from G&G Electrical Contractor, LLC, who is on CoStars, for the installation of a generator hook-up. This hook-up would ultimately provide a back-up to the Godwin Diesel Pump if it fails during a power outage. The estimate received is \$18,000. A discussion was held regarding the hook-up and the future plans for the Twin Oaks Pumping Station versus what could happen in the event of another power failure. Mr. Kessler asked for further explanation of what may happen if such an event took place. Mr. Cicak expressed the importance of maintaining a maintenance plan. The consensus of Council was to have the Finance Committee consider this during budget discussions.

**8.6. Discussion on Bucks County Consortium Verizon Cable Franchise Renewal Services:** Ms. Pursell gave an overview of the proposal from Bucks County Consortium for the Verizon Cable Franchise Renewal Services. The Borough's current agreement is set to expire on November 23, 2025. At this time, the percentage the Borough receives is regulated at 5% and is not negotiable. Currently, Clemons, Richter & Reiss is handling our negotiations with Comcast and Council agreed it makes sense to have their office work on the Verizon Cable Franchise as well, rather than go with the proposal sent by Bucks County Consortium.

**Motion by Mr. Sharer, seconded by Ms. Rosenthal and unanimously carried, Council authorized hiring Clemons, Richter & Reiss to negotiate the contract for the Verizon Cable Franchise Renewal Services.**

**8.7. Consideration to Execute Agreement for Arbitrage Rebate Compliance Services:** In 2019 the Borough borrowed funds for specific capital projects relating to Water, Sewer and Street Improvement. Ms. Pursell advised as per the Borough auditors, Styer Associates, an arbitrage payment may be necessary in order to come into compliance. This requires a financial advisor with expertise in arbitrage to review our finances. Ms. Pursell stated she secured a quote from PFM Management in the amount of \$2,500 - \$3,500 to perform this service.

**Motion by Mr. Sharer, seconded by Mr. Brennan and unanimously carried, Council authorized hiring RBC Capital Management to calculate arbitrage payment.**

**8.8. Resolution 2024-06 – Non-Uniform Pension MMO:** Ms. Pursell provided Council with the Minimum Municipal Obligation (MMO) worksheet for the Non-Uniform Pension and stated the MMO for 2025 will be \$13,061.

**Motion by Mr. Sharer, seconded by Mr. Kessler and unanimously carried, Council adopted Resolution 2024-06, setting the 2025 Minimum Municipal Obligation for the Non-Uniform Pension at \$13,061.**

**8.9. Resolution 2024-07 – Uniform Pension MMO:** Ms. Pursell provided Council with the Minimum Municipal Obligation (MMO) worksheet for the Uniform Pension and stated the MMO for 2025 will be \$23,868.

**Motion by Mr. Sharer, seconded by Mr. Kessler and unanimously carried, Council adopted Resolution 2024-07, setting the 2025 Minimum Municipal Obligation for the Uniform Pension at \$23,868.**

**8.10. Resolution 2024-08 – Destruction of Records:** Ms. Pursell explained in an effort to make more space on shelves in the basement, eligible files were pulled for destruction and disposal.

**Motion by Mr. Kessler, seconded by Mr. Brennan and unanimously carried, Council adopted Resolution 2024-08, Destruction of Municipal Records.**

**8.11. Consideration to Open a General Fund CD:** Ms. Pursell advised the General Fund CD with Federal Savings Bank, through PLGIT, will mature on September 25, 2024. She requested authorization to open another CD. As of 9/4/2024, PLGIT is offering a gross rate of 4.90% for a one-year CD.

**Motion by Mr. Sharer, seconded by Ms. Rosenthal and unanimously carried, Council authorized opening another CD with the bank offering the highest interest through PLGIT.**

**9. Committee Reports:** Mr. Sharer gave an update on the first Finance Committee meeting which was held prior to this meeting. The next Finance Committee Meeting will be held on September 23, 2024 at 6:00 pm.

**10. Public Comment:**

**11. Comments from Council Members:** President Hayes stated he will not be present at the next Council meeting scheduled for September 23, 2024.

**12. Executive Session:** President Hayes announced that there would be an executive session following the meeting to discuss a matter of litigation and personnel.

**13. Adjournment:** Upon motion by Mr. Sharer, the meeting was adjourned at 10:02 p.m.

Respectfully Submitted,

Date Approved: 09/23/2024

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