

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
MONDAY, NOVEMBER 10, 2025**

- 1. CALL TO ORDER:** The November 10, 2025, 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.
	Vicki Kushto, Esq.*
Borough Engineer:	Erik Garton, P.E.*
	Matt Bailor, P.E.*
	Mike Zee, P.E.
Borough Conflict Engineer:	Tim Fulmer, P.E.*
Police Chief:	Michael Regan
Fire Chief:	Dale Meyers
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 congratulated the current members of Council, Jeff Sharer, and Matt Mayes, who were reelected and welcomed the new Council members elected. Janet Pasqua was present at the meeting and introduced herself. The second new member is Marianna Leffever. President Hayes thanked Brent Smith and Phil Kessler for their years of service on Dublin Borough Council.

- 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 October 27, 2025:

Motion by Mr. Brennan, seconded by Ms. Rosenthal, and unanimously carried, approving the minutes of October 27, 2025, meeting, as presented.

6. Payment of Bills:

- 6.1. Bills List dated November 10, 2025, in the amount of \$34,826.81 (all funds).**

Motion by Mr. Mayes and seconded by Mr. Kessler, and unanimously carried, approving the bills list for November 10, 2025, in the amount of \$34,826.81.

7. Borough Official Reports:

7.1. Dublin Fire Company: Chief Meyers provided Council with the October 2025 report. They responded to twenty (20) calls, five (5) of those calls were in the Borough. He expressed concern regarding calls dispatched in Dublin where occupants are not evacuating, making it difficult to properly clear the building. Ms. Pursell stated she would follow up again with the owners. Chief Meyers announced that Dublin Volunteer Fire Company nominated Matt Mayes to receive the Burpee Award given by the Central Bucks Chamber of Commerce for his role in fundraising. He also advised that Dublin Volunteer Fire Company submitted an LSA grant for three (3) new command vehicles for 2026.

7.2. Mayor: Mayor Hayes had no comments at this time.

7.3. Borough Manager: Ms. Pursell had no comments at this time.

7.4. Chief of Police: Chief Regan provided Council with the October 2025 report which included one hundred sixty-four (164) total incidents. The Bus Patrol School Bus Violation Program had ten (10) referrals, with seven (7) approved for citation. Chief Regan attended a virtual FBI led seminar on Bomb Threats and Swatting. He also completed yearly JNET TAC training. Officer Motta and Officer Lawson assisted with the Pennsylvania State Police Troop M Sunny Day camp held at the Dublin Volunteer Fire Company. Transition continues from the Cody6 Records Management System (RMS) to the new Pathfinder RMS system. The project is expected to be completed by January 2026. Training was completed by all officers of Dublin Borough Police Department in dealing with mentally ill individuals. The Fall Drug Take Back event was held at DVFC on October 25, 2025. When combined with the Borough's lobby drop box a total of 80.53 pounds was collected for incineration. Sergeant Kirk and Officer Burkhardt gave out 185 bags of candy during the Halloween patrols. The PA State Police handled no calls overnight in the Borough.

7.5. Borough Engineer: Mr. Zee had no comments at this time.

7.6. Borough Solicitor: Mr. MacNair advised that a Conditional Use Application was received for 106 South Main Street. The Planning Commission will meet November 17, 2025, and the formal hearing will be held at the December 8th Council Meeting.

8. Discussion Items:

8.1. Pennridge Senior Center Annual Report – Dave Nyman: Mr. Nyman provided Council with a report which included a proposed budget for 2025 – 2026. He gave an overview of the repairs and maintenance recently completed at the Pennridge Community Center. Mr. Nyman also listed the many programs and activities available to the community. He thanked Dublin Borough for their continued support. Ms. Pursell stated that she will put a digital copy of the Center's newsletter on Dublin Borough's website.

8.2. Request for Land Development Waiver – 161 N Main Street (QNB): Mr. Wayne Doyle of Cowan Associates and Mr. Christopher Cattie of QNB Bank were present to discuss their request for a Land Development Waiver. QNB, located in The Plaza Shopping Center, is seeking a waiver to construct a 717-sf pavement addition within the drive thru lane to improve the safety and navigability of the drive thru. Mr. Smith asked if the impervious surface would be increased by the construction. Mr. Doyle stated that some of the grass would be covered by asphalt. Mr. Zee, from Gilmore & Associates, stated they reviewed the waiver of land development and made comments in a letter to the Borough, dated October 31, 2025. He explained that there is a requirement for stormwater management in the form of volume control, but it is Gilmore & Associates' opinion, that the project could qualify for a waiver of land development. President Hayes inquired about a start date, if approved. Mr. Cattie replied that QNB would like to begin as soon as possible. Mr. Mayes stressed that an approved storm water management plan is necessary. Mr. Zee stated a waiver of storm water management could be presented to Council. Mr. Smith and President Hayes also expressed their concerns regarding not having the plan done.

Motion by Mr. Smith, seconded by Mr. Mayes and unanimously carried, approving the Land Development Waiver, contingent upon a resolution of Storm Water Management requirements.

8.3. Ratify Change Order No. 3 & Final Payment – Village Greene Basin: Mr. Zee gave an overview of the project. He detailed the work performed, including the three (3) change orders necessary to complete the project. B Blair Corporation will enter into a 12-month maintenance bond period after the work has been accepted.

Motion by Mr. Mayes, seconded by Mr. Brennan and unanimously carried, approving Change Order #3 in the amount of \$2,025.00 and the final payment to B Blair Corporation in the amount of \$138,980.25, pending the receipt of all close out paperwork.

8.4. Authorization to Open General Fund CD: Ms. Pursell advised that the 12-month General Fund CD in the amount of \$239,000.00 with First State Bank of Dequeen will mature on December 3, 2025. She is seeking authorization to open a new General Fund CD in the amount of \$250,000.00 through PLGIT with the bank offering the highest interest rate on December 3, 2025.

Motion by Mr. Smith, seconded by Ms. Rosenthal and unanimously carried, authorizing opening a new General Fund CD in the amount of \$250,000 through PLGIT with the bank offering the highest interest rate on December 3, 2025.

8.5. 2026 Budget Presentation: In the absence of Mr. Sharer, President Hayes gave an overview of the proposed budget for 2026. He noted the budget was prepared with no property tax increases. A line item was added for the Dublin Volunteer Fire Company. Proposed projects include updating Dublin Borough's website, repaving the walkway at Supplee Park, repaving the parking lot at Borough Hall and repairing / repaving Rickerts Road.

8.6. Authorization to Advertise 2026 Budget / Adoption Date: Ms. Pursell advised that the proposed budget will be advertised, making it available for public inspection and giving notice of the date Council intends to adopt the budget.

Motion by Mr. Smith, seconded by Mr. Brennan and unanimously carried, authorizing to advertising the 2026 Budget and adoption date of December 8, 2025.

8.7. Pearl S. Buck Sign Request: Ms. Pursell advised Dublin Borough received a temporary sign permit application from Pearl S. Buck to post signs for their upcoming Craft Show at the Town Clock and at Route 313 & Village Green Lane.

Motion by Mr. Smith, seconded by Mr. Mayes and unanimously carried, authorizing Pearl S. Buck to post temporary signs at the Town Clock and Route 313 & Village Green Lane to promote their Craft Show

9. Committee Reports: Mr. Mayes advised that the Community Development Committee met and discussed Community Day 2026.

10. Public Comment: Mr. Bruce Reading, Deep Run Road, asked Mr. Zee for details about the Village Green Detention Basin to get a better understanding of the improvements made.

11. Comments from Council Members: There were no Council Member comments

12. Adjournment: Upon motion by Mr. Smith, the meeting was adjourned at 8:36 p.m.

Respectfully Submitted,

Date Approved: _____

Colleen M. Pursell, Manager/Secretary