

**MINUTES OF DUBLIN BOROUGH  
COUNCIL MEETING  
MONDAY, AUGUST 12, 2024**

1. **CALL TO ORDER:** The August 12, 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.

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

5. **Approval of Minutes:**

- 5.1. **Minutes of Meeting of July 8, 2024:**

Motion by Mr. Smith, seconded by Mr. Brennan and unanimously carried, the minutes of the July 8, 2024, meeting were approved, as presented.

6. **Payment of Bills:**

- 6.1. **Bills List dated July 22, 2024, in the amount of \$49,964.95 (all funds) and the Bills List dated August 12, 2024, in the amount of \$1,903,891.42 (all funds):**

Motion by Mr. Smith, seconded by Mr. Mayes and unanimously carried, Council approved the bills list dated July 22, 2024, in the amount of \$49,964.95 and the bills list dated August 12, 2024 in the amount of \$1,903,891.42.

## 7. Borough Official Reports:

**7.1. Dublin Fire Company:** Council was provided with the July 2024 report. They responded to 26 calls, five (5) of those calls were in the Borough. Chief Nugent thanked everyone who volunteered at the Carnival. He commented that it was a great success. Mr. Sharer passed along a compliment he received regarding the Road Angels Car Show.

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

**7.3. Borough Manager:** Ms. Pursell provided Council with the Manager's Report for July/August 2024.

**7.4. Chief of Police:** Council was provided with the Police Report for July 2024, which included 114 total incidents. Ms. Pursell advised that Officer Rycek was sworn in and has started working. In addition, Officer Smith has accepted a fulltime police officer position with another department and will continue working in Dublin through the end of August.

**7.5. Borough Engineer:** Mr. Cicak reported that the I / I Rehabilitation Program is underway. CKS called the contractor about getting a change order to use the full amount of the grant. He hopes to have a request finalized for the next meeting. The Middle Road storm sewer inspections in general went well. The pipes are asphalt coated to have a longer life span than 40 years. There are annual improvements, but they should be relatively minor. Mr. Sharer expressed concern regarding the potential volume of water runoff from 111 Deep Run Road into the road outlet. Mr. Cicak explained that initially the homeowner expressed interest in direct connecting into the Borough's storm system, which would have more heavily involved CKS. Due to the fact that the homeowner decided not to go this route, CKS reviewed the plan and a stormwater permit was issued. Ms. Pursell advised that the resident was directed to contact PennDOT for further permitting, if required since Deep Run Road is a state roadway.

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

## 8. Discussion Items:

**8.1. Discussion on Dublin Town Center Sign Request:** Mr. Loughery gave an overview of the two obstacles that Dublin Town Center shop owners feel they are currently facing. He stated that the current signage and the amount of exposure the shops have from Main Street are their main concerns. He cited a PennDOT count that estimated 18,000 cars travel through Dublin per day. However, even with those numbers, people appear to not know what kind of shops and eateries are in The Square and The Station. He said another concern is the ability to actually identify the buildings that house the shops and restaurants. Mr. Loughery requested the approval to install flag signs on street light poles and lighted wall signs on The Square to increase exposure and visibility for the businesses. Five business owners spoke to discuss how implementing new signage would positively impact their businesses. A discussion began regarding the maintenance of the banners long-term, description of the backlit box signs and the quantity and location of pole signs. Mr. Sharer expressed his concern that the amount of banner signs proposed for Main Street is excessive. Ms. Rosenthal requested more clarification about what signage was agreeable to Council and what was to be further considered at this meeting. Ms. Pursell proposed Council move forward with the approval of signs that were agreed upon and consider the others at a later date if Council

was not ready to make a decision at tonight's meeting. Mr. Loughery suggested removing 6 of the proposed pole signs from the application in an effort to come to an agreement at this meeting. President Hayes thanked the applicant and business owners for attending the meeting. He expressed the need to include maintenance criteria and enforcement in the motion. Mr. Mayes asked about switching out the banners during certain times of the year. An example would be recognizing Veterans. He also questioned who was responsible for the overall maintenance of the streetlights and it was confirmed to be Dublin Town Center.

**Motion by Mr. Smith, seconded by Mr. Brennan and unanimously carried, Council approved the installation of six (6) rectangular backlit signs to be mounted onto The Square, facing N. Main Street.**

**Motion by Mr. Smith, seconded by Ms. Rosenthal and unanimously carried, Council approved the installation of two (2) temporary feathered signs until January of 2025.**

**Motion by Mr. Smith, seconded by Ms. Rosenthal and carried on a vote of 5-1, Council approved the design, placement and material of 16 flags to be posted on street light poles along Main Street and along Station Drive and Goldies Way and that the Borough will evaluate the condition of the flags and may require replacement, as needed.**

**8.2. Public Hearing: Consideration to Adopt Ordinance No. 340 – Outdoor Dining:** Mr. MacNair gave an overview of what has taken place to date regarding the Adoption of Ordinance No 340. The comments received from the Dublin Borough Planning Commission were to remove item M in it's entirety, make a modification to paragraph F, and to prohibit amplified sound or music with respect to outdoor dining facilities. The Bucks County Planning Commission provided a number of comments, mostly concepts that were previously discussed by Council and could be brought up at a Conditional Use Hearing, if necessary. Mr. MacNair reminded Council of the need to readvertise if substantial amendments are made to the Ordinance. The discussion was opened for public comments. Mr. Mast, resident, and Chairman of the Dublin Borough Planning Commission, spoke about his concerns regarding if and how Dublin Borough will be able to effectively enforce the restrictions if Ordinance No. 340 is adopted. He stated he feels that the parking provision hurts the businesses who are hoping to have outdoor dining. Council then began a discussion regarding amplified sound and whether to allow it as conditional use or prohibit it altogether.

**Motion by Mr. Sharer, seconded by Mr. Smith which was not carried on a vote of 2-4, Council did not approve the addition of no amplified music and limited to 25% of their operating space being added to the Ordinance.**

**Motion by Mr. Smith, seconded by Mr. Brennan and carried on a vote of 5-1, Council approved Ordinance No. 340 – Outdoor Dining, as amended.**

**8.3. Discussion / Authorization to Advertise Commercial Business Names on Door Ordinance:** Mr. MacNair gave an overview of Draft Ordinance No. 341 – Amending Chapter 4 Buildings of the Codified Ordinances to require street numbers and business names on non-residential buildings.

**Motion by Mr. Smith, seconded by Mr. Brennan and unanimously carried, Council authorized the advertising of Ordinance No. 341 Requiring Street Numbers and Commercial Business Names on Doors.**

**8.4. Authorization to Release Estimate No. 1 for Reactor Tank B – Coating:** Mr. Cicak gave an update on the progress of work being performed on the Reactor Tank B Rehabilitation Project. Even with the delays due to weather, work is expected to be completed this year. A request was made for the first payment estimate due to Allied Painting in the amount of \$31,500.00.

**Motion by Mr. Smith, seconded by Ms. Rosenthal and unanimously carried, Council authorized the release of funds to pay Estimate #1 to Allied Painting, Inc. Reactor Tank B Coating Rehabilitation in the amount of \$31,500.00.**

**8.5. Authorization to Release Estimate No. 1 for Reactor Tank B – Mechanical:** Mr. Cicak gave an update on the mechanical portion of the Reactor Tank B Rehabilitation. He stated this is the demolition portion of this work. A request was made for the first payment estimate due to AKC Mechanical, LLC in the amount of \$25,479.00.

**Motion by Mr. Smith, seconded by Mr. Brennan and unanimously carried, Council authorized the release of funds to pay Estimate #1 to AKC Mechanical, LLC. Reactor Tank B Mechanical Work in the amount of \$25,479.00.**

**8.6. Discussion on Developer Escrow Accounts:** Ms. Pursell requested Council remove the \$2,500.00 cap on Developer Escrow Accounts in an effort to streamline the accounting process and allow any and all future developer funds to go into that account with no cap. Giving further clarification, Ms. Pursell went on to describe how the separate escrows would still be recorded as individual accounts as far as accounting, but ultimately all monies held would be held in one bank account. Mr. MacNair stated that the current PSA needs to be modified for future escrows to reflect that the escrow money will be deposited into an interest-bearing account and make it clear to the escrow money holder that the interest will be applied to the Borough as part of administrative costs and that they will not be receiving any of the interest earned.

**Motion by Mr. Smith, seconded by Mr. Mayes and unanimously carried, Council authorized the removal of the \$2,500 restriction cap on escrow accounts and permit all future escrow accounts to be part of the Developer Escrow Account.**

**8.7. Discussion on Providing Agenda Related Materials to the Public:** President Hayes relayed his thoughts regarding posting meeting materials (packets) online for public consumption and at the door at meetings in an effort to show transparency. Mr. MacNair provided legal guidance on what can and cannot be posted for public view. A discussion began between Council members and members of the audience. Mr. Mast stated that more information about the agenda topics given to the public prior to the meetings may encourage more public participation. An effort will be made to make visual information and displays from presentations at meetings more accessible to the members of the audience. No further comments or actions were made at this time.

**8.8. Authorization to Advertise for Snow Bid:** Ms. Pursell gave an overview of the current snow bid that will expire December 31, 2024. She advised that the previous bid was awarded for a four-year term and in order to utilize our Liquid Fuels Funds, we should not advertise for or award a bid for more than a three-year term.

**Motion by Mr. Smith, seconded by Ms. Rosenthal and unanimously carried, Council authorized the advertising of the 2024 Snow Removal and Anti-Skid Application Service Bid for a term commencing January 1, 2025 and ending of December 31, 2027.**

**8.9. Resolution 2024-05 Reporting Contracts Made for the Purpose of Emergency Repairs:** Ms. Pursell advised that on August 2, 2024 the pump at Well #5, located behind ACE Hardware, experienced an operational failure. This pump produces approximately 30,000 gallons of water per day. A contract was executed with Raab Well Drilling. The emergency repair is expected to commence on August 14<sup>th</sup>. Due to the work being an emergency, the bid process was not completed. Resolution 2024-05 was presented for ratification. Mr. Smith asked Mr. Cicak to give Council an update on all pumps operating in the Borough. Through further discussion, it was determined that a need to evaluate each well pump still in operation should be performed.

**Motion by Mr. Smith, seconded by Mr. Brennan and unanimously carried, Council authorized Resolution 2024-05 Reporting Contracts Made for the Purpose of Emergency Repairs.**

**8.10. Request for Fire Police at Sellersville Gallery of the Arts:** Sellersville Borough Fire Police request assistance with traffic control duties at the Sellersville Gallery of the Arts scheduled for September 15, 2024 from 7:00 am – 7:00 pm.

**Motion by Mr. Sharer, seconded by Ms. Rosenthal and unanimously carried, Council authorized Fire Police assistance with traffic control duties at the Sellersville Gallery of the Arts scheduled for September 15, 2024 from 7:00 am – 7:00 pm.**

**8.11. Discussion on Long Term Fire / EMS Funding:** Fire Chief Kevin Nugent gave an overview of the current funding and support sources that Dublin Volunteer Fire Company receives. They currently have to raise over 50% of their funding and therefore, a great deal of the volunteer firemen's hours are spent on fundraising rather than training and responding to calls. A discussion began regarding the possibility of implementing a Fire Tax in Dublin Borough. Chief Nugent went on to relay the struggles that the fire company and EMS are facing not only in Dublin but surrounding municipalities that they also service. Mr. Mayes asked if the number of calls has gone up since Dublin Crossing was built. Chief Nugent estimated it to be up about 8-9%. Mr. Sharer stated that the number of calls is running consistently at about 16-20% of all calls. It was suggested by Mr. Smith and expanded on by President Hayes the need to gather more information and look further into implementing a Fire Tax. Ms. Pursell pointed out that the County would need to be notified before the tax bills go out so a decision would need to be made timely in order to be implemented for 2025.

**9. Committee Reports:** Mr. Sharer advised that the Finance Committee will hold a budget meeting on September 9, 2024 beginning at 6:00 pm.

**10. Public Comment:** Ms. Carr commended Dublin Fire Chief Kevin Nugent and the firefighters for their dedication to the Community.

**11. Comments from Council Members:** Mr. Mayes commended the Dublin Volunteer Fire Company for an awesome Fireman's Carnival and thanked everyone who volunteered.

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

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

Respectfully Submitted,

Date Approved: 08/12/2024

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