

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
MONDAY, JULY 12, 2021**

- 1. CALL TO ORDER:** The July 12, 2021, meeting of Borough Council was held at Borough Hall, 119 Maple Avenue, Dublin, PA. Council President, Jeffrey Sharer, called the meeting to order at 7:30 p.m.

ELECTED OFFICIALS PRESENT:

Mayor:	Chris Hayes	
Council:	Jeffrey Sharer	Brent Smith
	Matthew Mayes	Gary Mast
	William Benonis*	Robert Olsen
	Timothy Hayes	

APPOINTED OFFICIALS PRESENT:

Borough Manager:	Laurie A. Hagey
Borough Solicitor:	Michael Kracht, Esq.
Borough Engineer:	Thomas F. Zarko, P.E.
Police Chief:	Michael Regan
Fire Chief:	Kevin Nugent*
Emergency Management Coordinator:	M. Philip Myers

*Not Present

**Late Arrival

- 2. Pledge of Allegiance:** President Sharer lead Council and audience in the Pledge of Allegiance.
- 3. Council President Announcements:** None.
- 4. Public Comment on Non-Agenda Items:** There was no public comment.
- 5. Approval of Minutes:**
- 5.1. Minutes of Meeting of June 14, 2021:**
- MOTION:** A Motion to approve the Minutes of the June 14, 2021, Council Meeting was made by Mr. Mast and seconded by Mr. Olsen. The Motion unanimously carried.
- 6. Payment of Bills:**
- 6.1. Bills List dated July 9, 2021, in the amount of \$173,691.92 (all funds):**
- MOTION:** Mr. Smith made a Motion, seconded by Mr. Timothy Hayes, and unanimously carried, to approve the Bill Lists dated July 9, 2021, totaling \$173,691.92.
- 7. Borough Official Reports:**
- 7.1. Dublin Fire Company:** There was nothing to add to the written report.
- 7.2. Mayor:** Mayor Hayes reported the Bucks County Historical Society will be hosting a Walking Tour in the Borough on Sunday, September 26, 2021. The event had to be cancelled in 2020 and

they are excited to bring it to us this September. The walk will be starting from The Square and stopping at approximately five locations along the way, including Saint Luke's Church, Borough Hall, Kooker's Central Store Museum, and a few others. There will be a meeting to review details later this month as well as a dry run of the walk on September 19th. On September 23rd there will be a meeting at the Dublin Fire House as well. Tickets will be on sale for all interested through the Bucks County Historical Society and at several locations within the County. Rod and Carol Shultz will be providing copies of the Borough's 100th Anniversary Books to those who purchase tickets. Mayor Hayes added there will be a representative at each location to speak about its history. Bucks County will be doing all promotions for the walk. At the conclusion of the walking tours, a gathering with a light luncheon is being planned. More information is to come.

7.3. Borough Manager: Mrs. Hagey presented her written report and added work at The Station is pending based on PECO's timeline. Electrical work should complete by August 15th. She also reported 17 townhomes are sold currently in Dublin Crossing.

7.4. Chief of Police: Chief Regan provided the Police Report for June 2021. There were 141 calls last month. On September 14th the new software used by the Police Department, CODY, will be going live, and all necessary employee training is being completed. Chief Regan noted that Sergeant Kirk hopes to return to work sometime in August.

7.5. Borough Engineer: Mr. Zarko updated Council regarding the Village Greene Basin. He stated they are working on the outer structure design and should have a full evaluation and report in August.

7.6. Borough Solicitor: Mr. Kracht stated Mr. Michael Mirarchi's Conditional Use application for 117 N. Main Street, was delayed due to lack of a site plan for the exterior of the property. This information was just received by the Borough; however, due to the time it took, Mr. Mirarchi has waived the 60-day hearing deadline. The Planning Commission Meeting that was scheduled for July was cancelled and a new meeting is being established.

The owner of 106 S. Main Street, Mr. Lomax, filed a Conditional Use Application, and when the fees are received the review process will begin. The owner is interested in converting the building into five (5) residential apartments. Mr. Kracht is hopeful the Planning Commission can review both Conditional Use Applications when they meet.

8. Discussion Items:

8.1. Approve Escrow Release No. 12 for Dublin Town Center in the amount of \$185,983.16: Mr. Zarko recommended approval of the Dublin Town Center Escrow Release No. 12 for work completed in the amount of \$185,983.16.

MOTION: Mr. Smith made a motion to approve the Dublin Town Center Escrow Release No. 12 in the amount of \$185,983.16. The motion was seconded by Mr. Mast and unanimously carried.

8.2. Approve Pay Estimate No. 9 for the Lagoon Relining Project in the amount of \$61,802.73 payable to Eastern Environmental Contractors, Incorporated: Mr. Zarko recommended approval of Pay Estimate No. 9 in the amount of \$61,802.73 payable to Eastern Environmental Contractors, Inc., for completed work on the Lagoon Relining Project. This covers the completion of the work, less the retainer. There was a final punch list for the Contractor, and the items are expected to be completed in the next few weeks. There is a one-year warranty period for this project.

MOTION: A Motion was made by Mr. Mast and seconded by Mr. Timothy Hayes, to approve Pay Estimate No. 9 of Contract 1441-7B in the amount of \$61,802.73, payable to Eastern Environmental Contractors, Inc., for the Lagoon Relining Project.

8.3. Discuss CDBG (Community Development Block Grant) Agreement: Mr. Kracht and Mr. Zarko presented the proposal from Bucks County for the CDBG project and discussed some issues with the proposed timeline since the Borough would need time to secure some necessary easements to make the project work. The decision was made to reach out to the County to discuss the terms of the Agreement prior to signing, mostly to request an additional 6-month extension, for a total of an 18-month timeline.

8.4. Consideration of Seigel Subdivision Dedication Documents: Mr. Jim Seigel submitted all documents necessary to have the Memorandum of Agreement prepared by Mr. Kracht. Mr. Seigel has provided title insurance for the right of way. Mr. Kracht is asking for Council's approval to adopt the Seigel Subdivision Dedication to the right of way on the two tax parcels. The obligation to build the road was removed and it will be on record. There is a document stating the owner is required to build the improvements on the plan before he would be able to sell the lots. Mr. Kracht will file the Memorandum and a correction on the deed. Mr. Seigel will not do anything to the road, no public improvements, just dedicating the right of way to the Borough.

8.5. Pet Ordinance Consideration: Mr. Kracht presented a draft Pet Ordinance for Council to review which would help protect the Borough in the event issues arise with residents and animals being kept on residential properties. The Borough currently does not have an effective Ordinance for livestock or for defining what is considered a pet. Mr. Kracht drafted the Ordinance to allow a certain number of animals on a property and defining what type of animal. Mayor Hayes asked who would inspect the properties if a complaint was received. Mrs. Hagey stated the Code Enforcement Officer would be responsible. Mr. Mast suggested not adopting an Ordinance to regulate animals/pets at this time. President Sharer suggested Council keeps an active discussion regarding the proposed Ordinance.

9. Committee Reports: Mr. Mast reported the Finance Committee met prior to the start of the Council Meeting to discuss updates to the Fee Schedule; specifically adding impact fees, increasing peddling and soliciting fees and discussing the proposed water tapping fee and sewer tapping fee updates. The Committee is interested in implementing Impact Fees for future development to include \$1,000 per lot, comprised of a Parks and Recreation Fee of \$400 and a Public Safety Fee of \$600, which would go directly to the Police Department. These fees would be added to Permits issued for new construction, both residential and commercial, effective January 1, 2022. The Borough's Police Department and Supplee Park are assets of the Borough, and the Committee is looking for an equitable means for new people coming into the Borough to help pay the costs for the use and enjoyment of these services. The peddling and soliciting fees are being increased to stay current with the work involved in processing requests for peddling and soliciting. Mr. Phil Meyers asked if a homeowner in the Borough added an addition to their home, would they be subject to paying the impact fee. Mr. Mast replied they would not meet the requirement of having to pay an impact fee, as it applies to new construction. CKS is currently preparing an update to the 2005 Report pertaining to the Borough's Public Water and Sewer Tapping Fee Calculations and will have it completed shortly.

10. Other Business: None.

11. Public Comment: None.

12. Comments from Council Members: A Pre-Construction meeting was held for the 2021 Roadway Improvement Program and the Contractor will begin sidewalk and concrete repair work in The Orchards on July 19th. Road paving should begin around August 2nd, beginning with Rickerts Road.

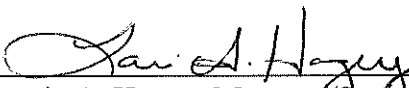
Mayor Hayes asked if there was interest in having a Community Day event this year. Mr. Mayes replied the decision was made to wait and hold the event in 2022.

Mayor Hayes stated the Discover Dublin group is discussing possibilities for the annual Holiday Gathering. Mr. Mast added the Living Hope Church has decided to hold their annual live 4-day nativity this year.

13. Adjournment: Upon motion by Mr. Smith, the meeting was adjourned at 8:31 p.m.

Respectfully Submitted,

Date Approved: 8/9/2021


Laurie A. Hagey, Manager/Secretary