

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
MONDAY, SEPTEMBER 22, 2025**

- 1. CALL TO ORDER:** The September 22, 2025, meeting of Borough Council was held in Borough Hall at 119 Maple Avenue, Dublin, PA. Council President Tim 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.*
Police Chief:	Michael Regan*
Fire Chief:	Dale Meyers*
Emergency Management Coordinator:	Michael Tuttle*

*Not Present

**Late Arrival

***Joined by Phone

- 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 from September 8, 2025, Meeting:**

Motion by Mr. Brennan, seconded by Ms. Rosenthal, and unanimously carried, approving the minutes of the September 8, 2025, meeting, as presented.

- 6. Payment of Bills:**

- 6.1. Bills List dated September 22, 2025, in the amount of \$71,320.96 (all funds):**

Motion by Ms. Rosenthal, seconded by Mr. Kessler, and unanimously carried, approving the bills list dated September 22, 2025, in the amount of \$71,320.96.

7. Discussion Items:

7.1. Consideration to Approve Signage at The Square: Ms. Corinna Garis was present on behalf of Dublin Town Center, to request Council's approval for long term temporary signs to promote businesses at 123 N. Main Street, during the upcoming holidays. The zoning permit application asks for four (4) 14' feathered signs from November 1, 2025, through January 16, 2025, to be placed along the frontage of the property, behind the fencing. The application was reviewed and denied based on non-compliance with Dublin Borough's Ordinances. After a brief discussion regarding the size and placement of the signs, Council agreed to approve the request as presented.

Motion by Ms. Rosenthal, seconded by Mr. Brennan, and unanimously carried, approving the four (4) 14' feathered signs from November 1, 2025, through January 16, 2025, as presented.

7.2. Request for Fire Police – Representative Shelby Labs: The Borough is in receipt of a Fire Police Request from Representative Shelby Labs for a Senior Expo being held on October 3, 2025, at the Pennridge Community Center.

Motion by Mr. Brennan, seconded by Ms. Rosenthal, and unanimously carried, approving the use of available Fire Police Personnel at the Senior Expo on October 3, 2025, being held at the Pennridge Senior Center.

7.3. Discussion on 2026 Meetings: President Hayes gave an overview of the discussion regarding one Council Meeting per month from the meeting on September 8, 2025. Ms. Pursell provided Council with a draft 2026 calendar reflecting one Council Meeting per month as well as Finance Committee Meetings. She stated that if a second meeting was deemed necessary at any time, the Borough would advertise it to inform the public of the change in schedule. Also discussed were the potential cost savings and the various benefits, of scheduling said meetings at the end of the month.

Motion by Mr. Mayes, seconded by Ms. Rosenthal and unanimously carried, authorizing advertising the proposed 2026 meeting calendar as presented which will reduce Borough Council meetings to once per month, unless otherwise indicated.

7.4. Discussion on Flying United States Flag Half Staff: Mayor Hayes requested that Borough Council discuss the protocols of flying the United States flag at half-staff. A discussion began regarding the best resource for receiving notifications when an order is given. Also discussed were the Federal and State laws for flying the United States and Pennsylvania State flags. Currently, the Borough has a US Flag at Borough Hall, Supplee Park, and by the Town Clock.

Motion by Mr. Mayes, seconded by Mr. Brennan and carried by a vote of 5-1, authorizing the Purchase of one (1) Pennsylvania State flag for Borough Hall.

8. Committee Reports: Mr. Sharer advised that the Finance Committee met before the meeting and discussed financial challenges as well as strategies to balance them. Further review is necessary. The next Finance Committee Meeting is October 14, 2025, at 6:00 p.m.

9. Public Comment: There were no comments at this time.

10. Comments from Council Members: There were no comments at this time.

11. Adjournment: Upon motion by Mr. Sharer, the meeting was adjourned at 8:06 p.m.

Respectfully Submitted,

Date Approved: _____

Colleen M. Pursell, Manager/Secretary