

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

- 1. CALL TO ORDER:** The March 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.*
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 announced that Kooker's General Store will be open Saturday, March 15th and Sunday, March 16th from 10:00 am to 4:00 pm and encouraged anyone who has never been there to visit. He advised that any Council Members up for re-election who wish to run again, must file the proper paperwork by March 11, 2025. President Hayes also stated he met with Ms. Pursell and Fire Chief Meyers before the Council Meeting to discuss possible short-term and long-term funding ideas.

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

- 5. Approval of Minutes:**

- 5.1. Minutes of Meeting of February 24, 2025:**

Motion by Mr. Kessler, seconded by Ms. Rosenthal and unanimously carried, the minutes of February 24, 2025 meetings were approved, as presented.

- 6. Payment of Bills:**

- 6.1. Bills List dated March 10, 2025 in the amount of \$126,389.10 (all funds).**

Motion by Ms. Rosenthal, seconded by Mr. Brennan and unanimously carried, Council approved the bills list for March 10, 2025 in the amount of \$126,389.10.

7. Borough Official Reports:

7.1. Dublin Fire Company: Chief Meyers provided Council with the February 2025 report. They responded to twenty-four (24) calls, six (6) of those calls were in the Borough. After giving his report, he reintroduced himself for anyone who was present at tonight's meeting that had not already met him at prior meetings.

7.2. Mayor: Mayor Hayes was not present at this meeting.

7.3. Borough Manager: Ms. Pursell provided Council with the February / March 2025 Manager's report. President Hayes asked for an update on the Twin Oaks Pumping Station repairs. Ms. Pursell advised the new pumps are in the process of being installed. Mr. Sharer asked for clarification of the Borough's Ordinance and the legal process involved with filing liens when utility bills are not paid. Ms. Pursell explained the procedure followed by Dublin Borough.

7.4. Chief of Police: Chief Regan provided Council with the Police Report for February 2025, which included 126 total incidents. The Bus Patrol School Bus Violation Program resulted in 35 referrals, of which 17 were approved for citations. The new vehicle was placed into service as Car 3, replacing the 2009 Ford Crown Victoria. All officers did "Duty to Intervene" training on the Chris Boyle training platform. The PA State Police "calls handled" report was not available at the time of the report. It was subsequently received and there were 2 calls handled in the Borough.

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

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

8. Discussion Items:

8.1. Request for Fire Police – Haycock Township: Ms. Pursell advised that a request was received from Haycock Township for Fire Police Assistance at two upcoming events in 2025.

Motion by Mr. Sharer, seconded by Mr. Kessler and unanimously carried, authorizing available Fire Police to assist at the Independence Triathlon on May 18, 2025 and the Steelman Triathlon on August 3, 2025 in Haycock Township.

8.2. Resolution 2025-04 Updated Consolidated Fee Schedule: Ms. Pursell presented to Council an updated resolution for consideration which reflects the Application Fee for Conditional Use Applications as \$1,000 and Escrow at \$500. The continuation cost will remain the same at \$500.

Motion by Mr. Brennan, seconded by Ms. Rosenthal and unanimously carried, adopting Resolution 2025-04 Establishing a Consolidated Fee Schedule for the Review of Subdivision and Land Development Applications, for the Review of Building and Zoning Permit Applications, Administrative Fees and Utility Services.

8.3. Resolution 2025-05 Updating Procedures for Destruction of Public Meeting Audio / Audio Video Tapes: Ms. Pursell summarized the adopted Resolution 2023-12 and requested that Council consider updating the procedures for destruction of Public Meeting Audio / Audio Video Tapes by adopting Resolution 2025-05.

Motion by Mr. Sharer, seconded by Mr. Smith and unanimously carried, adopting Resolution 2025-05 Updating Procedures for the Standard Destruction of Both Public Meeting Audio Tapes and Audio-Video Tape Recordings or Digital Recordings Upon Adoption of the Approved Minutes by Council.

8.4. Request for Escrow Close Out – Moyer Farm Sketch Plan: Ms. Pursell advised that the Moyer Farm Sketch Plan Escrow account is no longer needed and requested authorization to close the account.

Motion by Mr. Kessler, seconded by Mr. Brennan and unanimously carried, authorizing the closing out the Moyer Farm Sketch Plan Escrow.

8.5. Request for Escrow Close Out – 144 N Main Street: Ms. Pursell advised that the 144 N Main Street Preliminary / Final Escrow account is no longer needed and requested authorization to close the bank account.

Motion by Mr. Kessler, seconded by Ms. Rosenthal and unanimously carried, authorizing the closing out of the 144 N Main Street Preliminary/Final Escrow bank account.

8.6. Authorization to Close Middle Road – Community Day: Ms. Pursell requested authorization to send a letter to the Hilltown Township Chief of Police to close Middle Road at the Dublin Borough / Hilltown Township boundary line on June 7, 2025 for Community Day.

Motion by Mr. Smith, seconded by Mr. Mayes and unanimously carried, authorizing the Borough Manager to send a letter to Hilltown Township Police Department regarding the road closure of Middle Road on June 7, 2025 from 12:00 pm – 6:00 pm.

8.5. Consideration to Award Bid for Sale of 2009 Crown Victoria: Ms. Pursell advised that the online auction of the 2009 Ford Crown Victoria on Municibid is complete. She is seeking authorization to award the bid to the highest bidder, Ed Toy of Toy Handyman Service in the amount of \$3,800.00

Motion by Mr. Smith, seconded by Mr. Sharer and unanimously carried, awarding the bid of the 2009 Crown Victoria to the highest bidder, Ed Toy of Toy Handyman Service in the amount of \$3,800.00.

9. Committee Reports: Ms. Pursell gave a Community Day update regarding vendor and sponsor participation.

10. Public Comment: There were no public comments at this time.

11. Comments from Council Members: Mr. Sharer expressed interest in re-reviewing the outdoor dining ordinance, specifically addressing the Bucks County Planning Commission's suggestions. Mr. MacNair said that it could be made an agenda item and discussed at an open meeting. It was decided that it will be put on the next Council Meeting Agenda.

12. Adjournment: Upon motion by Mr. Sharer, the meeting was adjourned at 7:55 p.m.

Respectfully Submitted,

Date Approved: _____

Colleen M. Pursell, Manager/Secretary