

**MINUTES OF DUBLIN BOROUGH
COUNCIL MEETING
TUESDAY, OCTOBER 14, 2025**

- 1. CALL TO ORDER:** The October 14, 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 acknowledged the preceding holiday, Indigenous Peoples Day, and the first inhabitants of Dublin, the Lenni Lenape. He also shared that a memorial service for Amy Kirk will be held on November 1, 2025, at Living Hope Church and that Dublin Borough, as a whole, has recently been the subject of some viral videos.

- 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 September 22, 2025:

Motion by Mr. Kessler, seconded by Mr. Brennan, and unanimously carried, approving the minutes of September 22, 2025, meeting, as presented.

6. Payment of Bills:

6.1. Bills List dated October 14, 2025, in the amount of \$164,082.40 (all funds).

Motion by Mr. Brennan and seconded by Mr. Kessler, and unanimously carried, approving the bills list for October 14, 2025, in the amount of \$164,082.40.

7. Borough Official Reports:

7.1. Dublin Fire Company: Chief Meyers provided Council with the September 2025 report. They responded to twenty (20) calls, one (1) of those calls was in the Borough. He announced that Dublin Volunteer Fire Company will be holding their Open House during Fire Prevention Week on Thursday, October 16, 2025, all are welcome to attend.

7.2. Mayor: Mayor Hayes shared that he and Ms. Pursell met with Senator Jarrett Coleman to discuss our 2026 capital projects and potential grant opportunities at the state and federal level. He added that he also met with Representative Shelby Labs to fill her in on the meeting with Senator Coleman. Ms. Labs agreed to provide her endorsement and support behind any grant opportunities Dublin Borough will be seeking. He stated that the next step would be to schedule a meeting with PennDOT.

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

7.4. Chief of Police: Chief Regan was not present at the meeting but provided Council with the September 2025 report which included one hundred sixty (160) total incidents. The Bus Patrol School Bus Violation Program had six (6) referrals, with four (4) approved for citation. The Police Department completed the handgun transition during two range dates in September. The Glock .40 caliber guns have been retired and traded in for the new Glock 9mm handguns. The new weapons have laser sights which improve firearm accuracy. Chief Regan, Detective McClelland, and Officer Lawson attended the Grand Opening of the Landmark at Dublin building. Dublin Borough PD has started the transition from the Cody6 Records Management Systems (RMS) to the new Pathfinder RMS system. It is expected to be completed by January 2026. Training blocks were completed by most officers in : Taser Recertification, Baton Recertification, and Control Tactics (MPOETC requirement). The PA State Police handled two (2) calls overnight in the Borough; both were vehicle repossessions.

7.5. Borough Engineer: No Report.

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

8. Discussion Items:

8.1. DTC – Reductions / Dedications of Roadway and Acceptance of Public Improvements:

Mr. MacNair gave an overview of the proposed Resolution concerning dedication of the improvements at the Dublin Town Center and acceptance of the roadways. The public improvements are primarily sewer and water line improvements. There are three roadways identified as Roadway "A," Roadway "B" and Roadway "C". The Deeds of Dedication have been executed by the applicant to dedicate those roadways to Dublin Borough. All the above are conditioned upon the following:

1. Execution of an Escrow Agreement in the amount of \$10,000 for the 18-month maintenance period.

2. The developer will pay any outstanding bills and invoices associated with engineering, legal and administrative expenses.
3. Upon approval of this Resolution, the Letter of Credit will be reduced to four hundred thousand dollars (\$400,000.00) to guarantee the structural integrity of the Land Development improvements during the 18-month maintenance period.
4. Deferral of the installation of open space improvements designated as Public Space "D" and Public Space "E". Prior to the issuance of a certificate of occupancy for the diner, Developer must complete the open space public improvements identified on the Plans to Public Space "F" adjacent to the diner.
5. If required, the Developer will execute Bills of Sale for water and sewer facilities.
6. The Developer must complete any improvements related to the Highway Occupancy Permits within nine (9) months of the commencement of the 18-month maintenance period. The Borough agrees to release one hundred thousand dollars (\$100,000.00) from the Letter of Credit.
7. The Developer will execute and provide to the Borough a Lien Waiver and Release.

Mr. Fulmer stated that there will be a reinspection of the condition of the improvements during the 18-month maintenance period. Mr. MacNair explained the process necessary to file the documents to provide to PennDOT for the Highway Occupancy Permits. Mr. Smith asked for clarification on when the roadways will become the responsibility of Dublin Borough. Mr. MacNair stated that the Deed of Dedication for the roadways must be executed and recorded and the Resolution adopted first.

Motion by Mr. Smith, seconded by Mr. Mayes and unanimously carried to adopt Resolution No. 2025-10, approving Land Development Improvements and Accepting the Land Development Improvements and Roadways in the Dublin Borough Land Development known as the Dublin Town Center.

8.2. Consideration to Approve Little Explorers Adventure Park: Ms. Pursell advised that a Zoning Commercial Use and Occupancy Application from Little Explorers Adventure Park was received. This is a proposed Use of D14 Entertainment which is permitted in PVD. However, per ZO Section 27-505.D(D23)(3), the D14 use is not listed as a permitted use in a shopping center. Due to this provision, the applicant requests Borough Council's approval of the application. The applicant, Mr. Loretto Fantini, gave a description of the business and activities provided. President Hayes asked Mr. Rob Loughery if there would be sufficient parking available should this business receive approval. Mr. Loughery stated there is adequate parking. Mr. Smith expressed his concern for the safety and control of the children coming and leaving the building. Mr. Fantini explained that Little Explorers Adventure Park is not a daycare style setting where children are dropped off by the parents. An adult is required to accompany the participant.

Motion by Mr. Mayes, seconded by Mr. Brennan and unanimously carried, approving the Zoning Commercial Use and Occupancy Application from Little Explorers Adventure Park.

8.3. Request for Escrow Release – 144 N Main Street Land Development: Ms. Pursell advised that a request from the 144 N Main Street developer was received, asking for a reduction in their escrow, based on completed site improvements. Gilmore & Associates reviewed the request and recommended the release of \$506,794.00.

Motion by Mr. Mayes, seconded by Mr. Kessler and unanimously carried, authorizing the release of Escrow Release #3 in the amount of \$506,794.00.

8.4. Request for Escrow Release – Perkiomen Apartments: Ms. Pursell advised that a request from the Perkiomen Apartments developer was received, asking for a reduction in their escrow, based on completed site improvements. Gilmore & Associates reviewed the request and recommended the release of \$290,645.00.

Motion by Mr. Kessler, seconded by Mr. Brennan and unanimously carried, authorizing the release of Escrow Release #1 in the amount of \$290,645.00.

8.5. Authorization to Apply for Pedestrian Safety Grant: On September 30, 2025, a meeting was held to discuss calming measures and pedestrian crosswalks with the Borough. In attendance was President Hayes, Ms. Pursell, Police Chief Regan, and staff from Gilmore & Associates. Ms. Pursell provided Council with information listing the grants that Gilmore & Associates reviewed. She gave a brief description of each. It was discussed that a non-matching grant would be the best option. Gilmore & Associates estimate the cost to apply for a Pedestrian Safety Grant to be \$5,000.00.

Motion by Mr. Mayes, seconded by Mr. Smith and unanimously carried, authorizing Gilmore & Associates to apply for a Pedestrian Safety Grant.

8.6. Ratify Change Order No. 1 – Village Greene Basin: Ms. Pursell explained that during the contractor's evaluation of the site, it was determined that a large tree on the Borough's property would need to be removed in order to replace one of the pipes. A change order was submitted to include the tree removal, hauling and disposal of the debris.

Motion by Mr. Smith, seconded by Mr. Mayes and unanimously carried, ratifying Change Order #1 for the Village Greene Basin project at the cost of \$8,844.00 which includes removal of a large tree and roots, clearing outside the anticipated scope, hauling disposal of clearing debris and regrading of these areas with permanent seeding.

8.7. Consideration to Adopt Safety and Health Manual: Ms. Pursell advised that during the annual Risk Control Meeting with Delaware Valley Trusts, they recommended the Borough adopt their Safety and Health Manual.

Motion by Mr. Mayes, seconded by Mr. Kessler and unanimously carried, to adopt the Safety and Health Manual as presented by Delaware Valley Trusts.

8.8. Discussion on Supplee Park – Playground Fencing: Ms. Pursell advised that during the annual Risk Control Meeting with Delaware Valley Trusts, they recommended the Borough consider installing a fence around the playground at Supplee Park. This recommendation was made because the playground is within 100-200 feet of an active roadway. (Middle Road) After a brief discussion, it was decided to obtain a quote for installing a fence around the playground.

8.9. Discussion on Intergovernmental Cooperation Agreement: Mr. MacNair stated that Bedminster Township's Solicitor contacted him to see if the Borough has an interest in establishing an Intergovernmental Cooperation Agreement for the maintenance and plowing of Rickerts Road. Currently, the Borough maintains the portion from Route 313 to Moyer Road. Bedminster

Township maintains from Moyer Road to Buck Road. A brief discussion was held. The consensus of Council was to have Mr. MacNair follow up with Bedminster Township and Hilltown Township to establish maintenance agreements for both sections of Rickerts Road abutting Bedminster and Hilltown Townships.

9. Committee Reports: Mr. Sharer advised that a Finance Committee Meeting was held prior to the meeting to discuss the 2026 Budget. The Finance Committee will be meeting before the October 27, 2025, meeting at 6:00 pm.

10. Public Comment: Mr. Bruce Reading, a resident on Deep Run Road, came before Council to express his concerns with the Village Greene Detention Basin that runs along his property. Council advised that the Borough received a grant for repairs and work has begun.

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

12. Adjournment: Upon motion by Mr. Sharer, the meeting was adjourned at 8:56 p.m.

Respectfully Submitted,

Date Approved: _____

Colleen M. Pursell, Manager/Secretary