



AGENDA
HILLTOWN TOWNSHIP
BOARD OF SUPERVISORS
ANNUAL REORGANIZATION MEETING
Tuesday, January 2, 2018
7:00PM

Next Ordinance # 2018-001
Next Resolution # 2018-001

1. Meeting Opening

Time: _____

- JBM _____
- KBB _____
- JCG _____
- LEL _____
- CEE _____
- ME _____

2. Selection of Temporary Chairman

3. Selection of Temporary Secretary

4. Call to Order/Pledge of Allegiance

5. Public Comment (Agenda Items Only: 2 ½ minutes per individual)

6. Officer Appointments

- Chairman
- Vice-Chairman

7. Personnel Appointments

- Township Manager/Treasurer/
Secretary/Open Record Officer: **Lorraine E. Leslie**
- Chief of Police: **Christopher Engelhart**
- Director of Public Works: **Thomas Buzby**
- Director of Public Works: **Thomas Hess**
(Effective Close of Business 1-19-18)
- Finance Director: **Marianne Egan**
- Code Enforcement Officer/Zoning Officer: **David Taylor**
- Zoning Hearing Board Secretary: **Lisa Faust**
- Assistant Open Records Officer: **Lisa Faust**

8. Professional Service Appointments

- Township Solicitor: **Harris & Harris**
- Township Engineer: **C. Robert Wynn Associates**
- Flood Plain Administrator: **C. Robert Wynn Associates**
- Township Certified Public Accountant: **Dunlap & Associates, P.C.**
- Township Depository: **Quakertown National Bank**
- Township Traffic Engineer: **Heinrich & Klein Associates, Inc.**

9. Board Appointments:

- Zoning Hearing Board:
 - a. One 3-year term ending 12/31/20 **John Snyder** (Seeking reappointment)
 - b. Other Applicants:
- Water and Sewer Authority:
 - a. One 5-year term ending 12/31/22 **Frank Beck** (Seeking reappointment)
 - b. Other Applicants:
- Vacancy Board:
 - a. One 1-year term ending 12/31/18 **John Wietecha** (Seeking reappointment)
 - b. Other Applicants
- Emergency Management Coordinator:
 - a. One 1-year term ending 12/31/18 **Ray Fegley** (Seeking reappointment)
 - b. Other Applicant:
- Deputy Emergency Management Coordinator:
 - a. One 1-year term ending 12/31/18 **Thomas Loudon** (Seeking reappointment)
 - b. Other Applicants:
- Agricultural Officer/Emergency Management:
 - a. One 1-year term ending 12/31/18 **John Wietecha** (Seeking reappointment)
 - b. Other Applicants:
- UCC Board of Appeals:
 - a. One 5-year term ending 12/31/22 ~~**Maureen Purell**~~
 - b. Other Applicants: **Steve Yates**

10. Recommendation of Treasurer’s Bond Limit: \$2.5 Million Dollars: **Motion required**

11. Adopt Resolution #2018-001: Employee Contribution to Police Pension Fund

12. Adopt Resolution #2018-002: Non-Employee Contribution to Non-Uniform Pension Fund

13. Adopt Resolution #2018-003: Board of Supervisor’s Meeting Dates

14. Adopt Resolution #2018-004: Planning Commission Meeting Dates

15. Adopt Resolution #2018-005: Non-Uniform Employee Holidays
16. Adopt Resolution #2018-006: Building, Zoning, Miscellaneous Fee Schedule
17. Adopt Resolution #2018-007: Disposition of Records
18. Adopt Resolution #2018-008: Establishing Tax Rates for Calendar Year 2018
19. Adopt Resolution #2018-009: Appointing Representatives to Bucks County Tax Collection Committee (TCC) for Fiscal Year 2018
 - Primary Voting Delegate: Lorraine E. Leslie, Township Manager/Treasurer
 - Alternate Voting Delegate: Marianne Egan, Finance Director
20. Designate Voting Delegate and Certify Other Delegates' Attendance at the Annual PSATS Convention (April 2018): **Motion Required**
21. Announcements:
 - Executive Sessions
22. Public Comment (Agenda Items Only: 2 ½ minutes per individual)
23. Consent Agenda:

[Items and materials listed under the Consent Agenda are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired by Board Members, that item will be identified and removed from the Consent Agenda and will be considered separately at the appropriate place on the Agenda.]

 - a. Minutes of the December 11, 2017 Supervisor's Meeting
 - b. Bills List: December 26, 2017

As Written: _____ With Corrections: _____

JBM _____ KBB _____ JCG _____
24. New Business
 - Legal:
 - a. NOVA Exemption
 - b. Wireless Broadband Collocation Act Resolution #2018-010
25. Supervisor's Comments
26. Public Comment
27. Press Conference
28. Adjournment

Time: _____

POSTED: 12/28/17

HILLTOWN TOWNSHIP PUBLIC COMMENT RULES

All Hilltown residents are encouraged to make comments to the Board of Supervisors. An individual has several opportunities to comment:

- “Public Comment on Agenda Items Only” (2 ½ minutes per individual)
- Immediately following any presentation and before possible Board action (2 ½ minutes per individual)
- “Public Comment” (5 minutes per individual)

Any person desiring to make public comment shall have only one comment period for each of the opportunities regardless of actual time used for public comment. Any person desiring to make public comment shall be required to abide by the following rules:

- The Chairperson of the Board shall preside over public comments.
- Once acknowledged by the Chairperson, the individual shall proceed to the podium and speak clearly into the microphone, and shall identify himself/herself by name and location of residences or by firm represented.
- Written record of “Public Comment” can only be produced when speaking into the microphone. Written record of public comment will not be produced when speaking to public assembled at meeting.
- The individual shall address their comments to the Board as a whole entity. The polling of or debating with an individual Supervisor is not permitted.
- The individual shall address their comments to the professional appointees of the Board or Township employees only with the permission of the Chairperson.
- The Township Manager shall enforce these public comment rules by announcing “One (1) Minute Remaining” and “Time Expired.”
- The only exception to these procedures is Press and Media Time and/or Press Conference. Detailed minutes are not provided for Press Conference.

- i. Adopted: January 6, 1997
- ii. Revised: November 23, 1998
- iii. Revised: August 9, 1999
- iv. Revised: June 26, 2006