

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS**  
**ANNUAL REORGANIZATION MEETING**  
**MONDAY, JANUARY 4, 2016**

The Hilltown Township Board of Supervisors Reorganization Meeting of January 4, 2016 was called to order by Supervisor John McIlhinney at 7:10 PM and opened with the Pledge of Allegiance. Also in attendance were Supervisor Kenneth Bennington, Supervisor James Groff, Township Manager Richard Schnaedter, Chief of Police Christopher Engelhart, and Township Treasurer Lorraine Leslie.

2. SELECTION OF TEMPORARY CHAIRMAN: Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Supervisor McIlhinney as Temporary Chairman. There was no public comment.

3. SELECTION OF TEMPORARY SECRETARY: Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Township Manager Richard Schnaedter as Temporary Secretary. There was no public comment.

4. ANNOUNCEMENTS: Supervisor McIlhinney announced the Board met prior to this evening's meeting to discuss personnel and real estate matters.

5. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

6. OFFICER APPOINTMENTS:

a) Chairman – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Supervisor McIlhinney as Chairman of the Board of Supervisors for 2016. There was no public comment.

b) Vice-Chairman – Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to appoint Supervisor Bennington as Vice-Chairman of the Board of Supervisors for 2016. There was no public comment.

7. PERSONNEL APPOINTMENTS: Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Richard C. Schnaedter as Township Manager/Secretary. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Lorraine E. Leslie as Township Treasurer. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Christopher E. Engelhart as Chief of Police. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint

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Thomas A. Buzby as Director of Public Works. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint David W. Taylor as Code Enforcement Officer/Zoning Officer. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Lisa A. Faust as Zoning Hearing Board Secretary. There was no public comment.

8. PROFESSIONAL SERVICE APPOINTMENTS: Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Harris & Harris as Township Solicitor. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint C. Robert Wynn Associates as Township Engineer. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Dunlap Associates as the Township Certified Public Accountant. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Quakertown National Bank as the Township Depository. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Heinrich and Klein as Township Traffic Engineer. There was no public comment.

9. BOARD APPOINTMENTS:

a) Planning Commission – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reappoint Jon Apple to another 4-year term on the Planning Commission ending 12/31/19. There was no public comment. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Kirk Hansen to a 4-year term on the Planning Commission ending 12/31/19. There was no public comment.

b) Zoning Hearing Board – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reappoint Tim Browning to another 3-year term on the Zoning Hearing Board ending 12/31/18. There was no public comment.

c) Water and Sewer Authority – Motion was made by Supervisor Bennington, and seconded by Supervisor Groff, and carried unanimously to reappoint Melvin Wright to another 5-year term on the Water and Sewer Authority ending 12/31/20. There was no public comment.

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d) Vacancy Board – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reappoint John Wietecha to another 1-year term on the Vacancy Board ending 12/31/16. There was no public comment.

e) Parks and Recreation Board – no applicants.

f) Emergency Management Coordinator – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reappoint Ray Fegley to another 1-year term as the Emergency Management Coordinator ending 12/31/16. There was no public comment.

g) Deputy Emergency Management Coordinator – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reappoint Thomas Loudon to another 1-year term as the Deputy Emergency Management Coordinator ending 12/31/16. There was no public comment.

h) Agricultural Officer/Emergency Management – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reappoint John Wietecha to another 1-year term as the Agricultural Officer/Emergency Management ending 12/31/16. There was no public comment.

i) UCC Board of Appeals – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reappoint H. Joseph Phillip to another 5-year term on the UCC Board of Appeals ending 12/31/20. There was no public comment.

10. TREASURER'S BOND LIMIT – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to recommend the Treasurer's Bond limit of \$2.5 million dollars. There was no public comment.

11-19. RESOLUTIONS #2016-1 THROUGH #2016-9 – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt the following resolutions:

Resolution #2016-1 Employee Contribution to Police Pension Fund

Resolution #2016-2 No Employee Contribution to Non-Uniform Pension Fund

Resolution #2016-3 Board of Supervisor's Meeting Dates  
Resolution #2016-4 Planning Commission Meeting Dates  
Resolution #2016-5 Non-Uniform Employee Holidays  
Resolution #2016-6 Building, Zoning, Miscellaneous Fee Schedule  
Resolution #2016-7 Disposition of Records  
Resolution #2016-8 Establishing Tax Rates for Calendar Year 2016  
Resolution #2016-9 Representatives to Bucks County Tax Collection Committee  
There was no public comment.

20. DESIGNATE VOTING DELEGATE AND CERTIFY OTHER DELEGATES' ATTENDANCE AT ANNUAL PSATS CONVENTION (APRIL 2016) – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to designate the Township Manager as the Voting Delegate at the Annual PSATS Convention and certify other delegates' attendance at the annual convention. There was no public comment.

21. ANNOUNCEMENTS: Previously stated.

22. PUBLIC COMMENT: None.

23. CONSENT CALENDAR:

- a) Minutes of the December 14, 2015 Supervisor's Meeting
- b) Bills List December 15, 2015 – December 24, 2015
- c) Hilltown Fire Company – 2016 Fire Agreement – Signature from BOS

Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to accept and approve items a) through c) on the Consent Calendar with the following correction in the December 14, 2015 minutes. On page 8, d, the motion should read: Motion was made by Supervisor Bennington and seconded by Supervisor Groff, to accept Resolution #2015-017 for the Regency at Hilltown Pump and Haul Agreement. The motion passed 2-1 with Chairman McIlhinney having the opposing vote. There was no public comment.

24. NEW BUSINESS:

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a) Scott Drumbore – H&K – Requesting for extension of hours for January of the Concrete and Asphalt Plant at the Skunkhollow Quarry. Motion was made by Supervisor Groff, and seconded by Chairman McIlhinney, to grant the extension of operating hours of 6:30 pm to 6:30 am Monday through Saturday at the Skunkhollow Quarry between January 1, 2016 and January 31, 2016, excluding holidays per their letter dated December 15, 2015. The motion passed 2-1 with Supervisor Bennington having the opposing vote. There was no public comment.

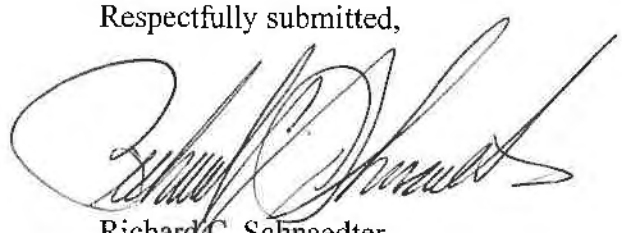
25. SUPERVISOR’S COMMENTS: Supervisor Bennington wished everyone a Happy New Year. Supervisor Groff stated he took his Oath of Office and was sworn in as Supervisor today.

26. PUBLIC COMMENT: Wally Rosenthal asked for a correction on page 7, 12<sup>th</sup> line from the bottom of the December 14, 2015 minutes. The sentence should read: Chairman McIlhinney stated the concept **is** fine and reiterated the zoning ordinance will generally be complied with or have some minor variances requests.

27. PRESS CONFERENCE: No members of the press were present.

28. ADJOURNMENT: Upon motion by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously, the January 4, 2016 Hilltown Township Annual Re-Organization Meeting was adjourned at 7:17 PM.

Respectfully submitted,



Richard C. Schnaedter  
Township Manager/Secretary

(\*NOTE: These minutes were transcribed from notes and recordings and should not be considered official until approved by the Board of Supervisors at a public meeting).