

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS  
REGULARY SCHEDULED MEETING  
MONDAY, NOVEMBER 23, 2015**

The regularly scheduled meeting of the Hilltown Township Board of Supervisors was called to order by Chairman John B. McIlhinney at 7:10 PM and opened with the Pledge of Allegiance. Also in attendance were Vice-Chairman Kenneth Bennington, Supervisor James Groff, Township Manager Richard Schnaedter, Chief of Police Christopher Engelhart, Township Solicitor Steve Harris, and Township Engineer C. Robert Wynn.

1. **ANNOUNCEMENTS:** Chairman McIlhinney stated there was an executive session prior to the meeting to discuss legal and real estate items.
2. **PUBLIC COMMENT ON AGENDA ITEMS ONLY:** None.
3. **CONSENT AGENDA:**
  - a) Minutes of the October 26, 2015 Board of Supervisor's Meeting
  - b) Financial Report for October 2015
  - c) Bills List October 28, 2015 – November 18, 2015
  - d) Telford Fire Company 2016 Fire Agreement – Signature from BOS
  - e) Dublin Fire Company 2016 Fire Agreement – Signature from BOS
  - f) Authorization to advertise the 2016 Budget

Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to accept and approve items a) through f) on the Consent Agenda. There was no public comment.

4. **CONFIRMED APPOINTMENTS:**
  - a) Ray Fegley – Hilltown Township Emergency Management Plan – Ray Fegley was in attendance to give a year-to-date report to the Board of Supervisors. Mr. Fegley stated there were two minor emergencies, one declaration for a snow emergency, and one minor chemical spill on Keystone Drive. He and Tom Loudon participated in several Bucks County Planning Meetings for Municipal Emergency Management which consisted of: 1. the required four year federal update of the County Hazard Mitigation Plan was reviewed with no changes 2. The County formed several teams for regional nursing home Emergency Management Planning for Dock Meadows, Rockhill Mennonite, and Telford Lutheran Home 3. Participation in the planning and implementation of the new public notification system in case of an emergency so residents can register. Mr. Fegley also noted he and Mr. Loudon attended the

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quarterly training sessions held by the County for the Knowledge Center software that the state and county uses for planning purposes during major emergencies. Training was also held for the PEMA new planning software. It was noted that there are not any conflicts with the systems; it is just a matter of putting all of the information into the system so it is there to use. Supervisor Bennington questioned if the Hilltown plan needs to be updated or tweaked and Mr. Fegley stated it is due for an update and it will be done with the new state planning software.

5. LEGAL: Solicitor's Report – Solicitor Harris stated there is one zoning hearing coming up on December 17, 2015 requesting a variance to subdivide their existing parcel to create a new single family residential building lot that does not meet the requirements of the net lot area located at 32 Arrowwood Drive. It was stated there are no concerns from the Board of Supervisors for the zoning hearing. Solicitor Harris stated there has been discussion in reducing the Planning Commission from seven members to five members. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to authorize Solicitor Harris to draft an ordinance for the next meeting reducing the Planning Commission from seven members to five members. There was no public comment.

6. PLANNING: None.

7. ENGINEERING:

a) Hilltown Ridge – Resolution of Street Acceptance – Mr. Wynn stated PennDOT now requires a resolution signed by the Board of Supervisors from 2<sup>nd</sup> Class Townships for street acceptance for liquid fuel map and funding. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to execute Resolution #2015-15 for the Hilltown Ridge street acceptance. There was no public comment.

b) Tree Branch Recycling Facility – Mr. Wynn presented a plan for the tree branch recycling facility showing an eight foot high chain link fence (either black or brown), located on three sides and open in the front for trucks to pull in, and dusk to dawn solar lighting. Mr. Wynn stated he will seek proposals and noted he is still working on the cameras for the facility.

c) Moyer Road Bridge (Bundling Program) – Mr. Wynn stated the Moyer Road Bridge has been accepted along with four other townships. The H&K Group has been the firm

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selected for the design and is scheduled to kick off the construction details on December 1, 2015 at District 6. It was noted that the State will pay all of the costs.

8. UNFINISHED BUSINESS: None.

9. NEW BUSINESS:

a) Public Works Contract 2016-2017 – Township Manager Richard Schnaedter reviewed the contract between the municipality and the public works department with minor changes consisting of: 1. It is a 2-year contract instead of a 3-year contract 2. It allows for 3% pay increases for each of the two years 3. Increase in longevity after five years from \$1,350.00 to \$1,400.00. Supervisor Bennington thanked the Public Works Department in negotiating in good faith as they always do. Mr. Schnaedter stated the Public Works Department would like to express their appreciation to the Board of Supervisors for their fairness and understanding. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to approve Resolution #2015-16 to accept and approve the Public Works Contract for 2016-2017. There was no public comment.

b) Hilltown Township HR Manual – Housekeeping – Township Manager Richard Schnaedter stated the only revision to the HR Manual is identifying DVHIT as Delaware Valley Health Insurance Trust on page 27. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to revise page 27 in the HR Manual in identifying DVHIT as Delaware Valley Health Insurance Trust. There was no public comment.

c) Special Police Service added to the fee schedule – Chief Engelhart requested the Board of Supervisors to add a section for special police services to the fee schedule in the amount of \$80.00 per hour per officer for special police service. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to add to the fee schedule \$80.00 per hour for special police services per the October 30, 2015 memo from Chief Engelhart. There was no public comment. Supervisor Bennington asked Chief Engelhart if he responded to several recent memos regarding stop lights, stop signs, speed bumps, etc. Chief Engelhart stated he did respond and stated the Board would be the one to request a study, but has not received any responses back.

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d) Discussion of Bamboo Ordinance – Solicitor Harris provided a copy of the ordinance from Tincum Township. This ordinance does not provide putting down a metal barrier to try to control the spread of bamboo. The ordinance states running bamboo cannot be planted within 100 feet of a property line and that any property owner who has bamboo that is currently less than 40 feet of a property line has to cut it back to a minimum of 40 feet. There was a lengthy discussion on how to remove bamboo, the difference between running bamboo and ornamental bamboo, how fast bamboo grows, and if the zoning officer would be able to determine how long the bamboo has been at a location in regards to the proposed ordinance. It was noted an ordinance on the books may prevent people from planting bamboo. Solicitor Harris stated he will draft an ordinance for the December 14, 2015 meeting focusing on restrictions of running bamboo.

Public Comment: Don Gero, a prospective Hilltown resident, presented several photo's showing running bamboo and offered several positive aspects of bamboo such as: bamboo can be cut back with a lawn mower, it stabilizes stream banks, fights slope erosion, and provides winter shelter for wildlife. Chairman McIlhinney stated the Board is not interested in prohibiting running bamboo but regulating it so it is not spread on neighboring properties. Solicitor Harris stated he will draft an ordinance with the possibility of a 40 yard setback in regards to the bamboo and that distance may or may not be appropriate. All comments should be considered and investigated. Mr. Wynn commented bamboo should be outlawed statewide. Supervisor Bennington noted an email he received in regards to mosquitos growing inside the bamboo.

e) Scott Drumbore – H&K – Requesting for extension of hours for November of the Concrete & Asphalt Plant at the Skunkhollow Quarry – Chairman McIlhinney stated H&K has requested to operate the concrete batch plant, asphalt batch plant, and the crushing plant between the hours of 6:30 pm to 6:30 am, Monday through Saturday, between November 2, 2015 and November 30, 2015, excluding holidays per their letter dated October 30, 2015. Chairman McIlhinney stated the letter was just received, a letter for December has not been received at this time, and an extension should not be granted if a letter for extension for the month of December is not received by December 1, 2015. He also stated they are taking the Township for granted. Supervisor Groff stated there is a process and it must be followed. Motion was made by Supervisor Groff, and seconded by Chairman McIlhinney, that if a letter from H&K is not into the Township by December 1, 2015 requesting the extension of hours for the month of December, they will be denied. The motion passed 2-1 with Supervisor Bennington having the opposing vote. There was no public comment.

10. SUPERVISOR'S COMMENTS: Supervisor Bennington questioned Mr. Wynn on the timing of the light on Bethlehem Pike at Fairhill Road. Mr. Wynn stated he will contact PennDOT.

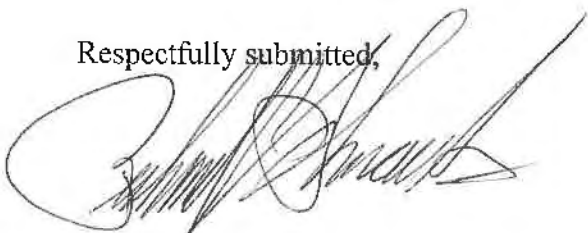
11. PUBLIC COMMENT:

a) Linda Brown Crothamel, Route 152, stated, in regards to the path at Hilltown Walk, the portion of the right-of-way that is to extend to Route 152 and allow access to the soccer field, has not been completed and is blocked off with a cable and a no trespassing sign, and if the December 31, 2017 date set in stone. Chairman McIlhinney stated there is a ten year lease per the agreement of sale. Also, she asked if there is any update to connecting the walking path from Orchard Road into Perkasio. Chairman McIlhinney stated the property owners have extremely high prices set on their properties.

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

13. ADJOURNMENT: Upon motion by Supervisor Groff, seconded by Supervisor Bennington, and carried unanimously, the November 23, 2015 Hilltown Township Board of Supervisors Meeting was adjourned at 8:09 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).