

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS  
ANNUAL REORGANIZATION MEETING  
Monday, January 6, 2014**

The Hilltown Township Board of Supervisors Reorganization Meeting of January 6, 2014 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.

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

B. SELECTION OF TEMPORARY SECRETARY – Motion was made by Supervisor McIlhinney, seconded by Supervisor Bennington, to appoint Township Manager Richard Schnaedter as Temporary Secretary. Supervisor Groff was opposed. Motion carried: 2:1. There was no public comment.

C. PUBLIC COMMENT ON AGENDA ITEMS ONLY: Terry Carnes, Hilltown Township, requested the Board's consideration to reappoint Joe Marino to the Planning Commission.

D. OFFICER APPOINTMENTS: Nominations were made for the positions of Chairman and Vice-Chairman for 2014:

1) Chairman – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Supervisor John McIlhinney as Chairman of the Board of Supervisors for 2014. There was no public comment.

2) Vice-Chairman – Motion was made by Supervisor Groff, seconded by Supervisor McIlhinney, and carried unanimously to appoint Supervisor Kenneth Bennington as Vice-Chairman of the Board of Supervisors for 2014. There was no public comment.

E. PERSONNEL APPOINTMENTS:

1) Township Manager – Motion was made by Supervisor Bennington, seconded by Supervisor McIlhinney, to appoint Richard Schnaedter as Township Manager as well as Township Secretary, at this point in time, consolidating the position of the current paid Township Secretary position. Supervisor Groff was opposed. Motion carried: 2:1. Supervisor McIlhinney stated that the position of Township Secretary was eliminated and combined with Township Manager. There was no public comment.

2) Township Treasurer – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Lorraine Leslie as Township Treasurer. There was no public comment.

3) Chief of Police – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Christopher Engelhart as Chief of Police. There was no public comment.

4) Director of Public Works – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Thomas Buzby as Director of Public Works. There was no public comment.

5) Code Enforcement Officer/Zoning Officer – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint David Taylor as Code Enforcement Officer/Zoning Officer. There was no public comment.

6) Zoning Hearing Board Secretary/Administrative Assistant – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Lisa Faust as Zoning Hearing Board Secretary. There was no public comment.

#### F. PROFESSIONAL SERVICE APPOINTMENTS

1) Township Solicitor – Supervisor Bennington thanked Frank Grabowski for his thirty plus years of service as Township Solicitor. Motion was made by Supervisor Bennington, seconded by Supervisor McIlhinney, to appoint Steve Harris of Harris & Harris Law Firm as Township Solicitor, who has graduated from the Harvard Law School in 1968, has 40 years of experience in Municipal Law, and has served in Solebury Township, Upper Makefield, Warminster, Warrington, Doylestown, etc. with many, many years of experience. Supervisor Groff was opposed. Motion carried: 2:1. There was no public comment.

2) Township Engineer – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint C. Robert Wynn Associates as Township Engineer. There was no public comment.

3) Township Certified Public Accountant – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Dunlap Associates as Township Certified Public Account for the year 2014. There was no public comment.

4) Township Depository – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint QNB as Township Depository. There was no public comment.

5) Township Traffic Engineer – 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.

G. BOARD APPOINTMENTS

1) Planning Commission – One 4-year term ending 12/31/17 – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reappoint Joe Marino to another 4-year term on the Planning Commission. There was no public comment.

2) Zoning Hearing Board – One 3-year term ending 12/31/16 – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reappoint Joseph Kirschner to another 3-year term on the Zoning Hearing Board. There was no public comment.

3) Water and Sewer Authority – One 5-year term ending 12/31/18 – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, to reappoint Bruce Knipe to another 5-year term on the Water and Sewer Authority. Supervisor Groff abstained from the vote. Motion carried: 2:0:1. There was no public comment.

4) Vacancy Board – One 1-year term ending 12/31/14 – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint John Wietecha to a 1-year term on the Vacancy Board for 2014. There was no public comment.

5) Emergency Management Coordinator – One 1-year term ending 12/31/14 – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reconfirm Ray Fegley as the Emergency Management Coordinator for 2014. There was no public comment.

6) Deputy Emergency Management Coordinator – One 1-year term ending 12/31/14 – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reconfirm Thomas Louden as the Deputy Emergency Management Coordinator for 2014. There was no public comment.

7) Agricultural Officer/Emergency Management – One 1-year term ending 12/31/14 – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint John Wietecha to a 1-year term as the Agricultural Officer of Emergency Management for 2014. There was no public comment.

8) UCC Board of Appeals – One 5-year term ending 12/31/18 – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reappoint David Hersh to another 5-year term on the UCC Board of Appeals. There was no public comment.

H. 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.

E

I. EMPLOYEE CONTRIBUTION TO POLICE PENSION FUND- Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt Employee Contribution of 5% to the Police Pension Fund per Resolution #2014-1. There was no public comment.

J. NO-EMPLOYEE CONTRIBUTION TO NON-UNIFORM PENSION FUND – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt No-Employee Contribution to Non-Uniform Pension Fund per Resolution #2014-2. There was no public comment.

K. 2014 BOARD OF SUPERVISOR’S MEETING DATES – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt the Board of Supervisor’s meeting dates for 2014 per Resolution #2014-3 identifying the fact that there will not be a work session meeting in January because of the organization meeting and the next meeting will be January 27, 2014. There was no public comment.

L. 2014 PLANNING COMMISSION MEETING DATES – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt the 2014 Planning Commission meeting dates per Resolution #2014-4. There was no public comment.

M. ADOPT 2014 NON-UNIFORM EMPLOYEE HOLIDAYS – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt Resolution #2014-5 for the Non-Uniform Employee Holidays for 2014. There was no public comment.

N. ADOPT 2014 BUILDING, ZONING, MISCELLANEOUS FEE SCHEDULE – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt Resolution #2014-6 for the Building, Zoning, Miscellaneous Fee Schedule for 2014. There was no public comment.

O. DISPOSITION OF RECORDS – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt Resolution #2014-7 for the Disposition of Records. There was no public comment.

P. 2014 TAX RATES – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt Resolution #2014-8 establishing the Tax Rates for Calendar Year 2014. There was no public comment.

Q. APPOINT REPRESENTATIVES TO BUCKS COUNTY TAX COLLECTION COMMITTEE FOR FISCAL YEAR 2014 – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt Resolution #2014-9 appointing Lorraine Leslie as Representative and Richard Schnaedter as Alternate to the Bucks County Tax Collection Committee for Fiscal Year 2014. There was no public comment.

R. DESIGNATE VOTING DELEGATE AND CERTIFY OTHER DELEGATES' ATTENDANCE AT ANNUAL PSATS CONVENTION (APRIL 2014) – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to designate Richard Schnaedter as the Voting Delegate at the Annual PSATS Convention and authorize Tom Buzby to also attend. There was no public comment.

S. APPOINT SUPERVISOR MEMBER TO AGRICULTURAL SECURITY DISTRICT COMMITTEE – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Supervisor John McIlhinney as the Agricultural Security District Committee Supervisor representative to replace Supervisor Salvadore. There was no public comment.

T. ANNOUNCEMENTS:

- 1) There was an Executive Session held prior to tonight's meeting discussing personnel.
- 2) The Supervisor's Worksession meeting which would normally be held on Monday, January 13<sup>th</sup> has been cancelled. The next meeting of the Supervisors will be Monday, January 27, 2014 at 7PM.
- 3) The Administrative offices will be closed on Monday, January 20, 2014 in observance of Martin Luther King Day. As such, the Planning Commission meeting will be held on Tuesday, January 21, 2014 at 7:30PM.

U. CONSENT CALENDAR:

- Minutes of the December 9, 2013 Supervisor's Worksession Meeting
- Minutes of the December 9, 2013 SWS Re-Zoning Request Public Hearing
- Bills List dated December 23, 2013
- Bills List dated December 31, 2013
- Fire Protection Agreements for Signature following meeting – Dublin, Hilltown, Sellersville, and Telford Fire Companies.

Motion was made by Supervisor Groff, seconded by Supervisor McIlhinney, to accept and approve all items on the Consent Calendar as noted above. Supervisor Bennington abstained. Motion carried: 2:0:1. There was no public comment.

V. NEW BUSINESS:

1) Open Space Tax Levy – Hilltown Township currently has \$5 million dollars in the Open Space account and, if nothing is done, in another year, it will be \$6 million dollars. There has not been any large parcels willing to come in that are of use to the Township so, therefore, it is being looked at to suspend the tax for this year until it is decided what to do with the money that has been already accumulated. Supervisor Bennington suggested having a discussion and a review by the Township Manager to be discussed at the January 27, 2014

meeting. Supervisor Groff agreed and will reach out to the Township Solicitor to discuss the process.

W. SUPERVISOR'S COMMENTS:

Supervisor Bennington stated that he is very please to be back after a 7-year hiatus, it is very nice to see friendly faces out there, and appreciates the support during the campaign; Terry Carnes, John Wietecha, Wally Rosenthal, Jack McIlhinney, the Fire Companies, the Police and various organizations that supported him during the last 30 years. On Election Day, people like Jane James, Judy Greenhall, Wally, Jack, Joe Marino and his wife and he appreciates all of them. Looking forward, Hilltown has one of the best Police Departments in Bucks County and one of the best road crews in Bucks County. Tom Buzby and his crew do a tremendous job as well as the Administrative staff. Supervisor Bennington asked the Township Managerto review the Open Space to see whether or not there is anything out there to purchase and whether or not the Township needs to do anything at this point in time. It is important to look at Parks and Recreation. There is an outstanding volunteer Park and Rec Board that is in limbo – do we hire a part time Park and Rec director to move the programs forward. The Fall Festival and Easter Egg Hunt needs to be staffed. The meetings need to be web streaming so that people who cannot attend have the opportunity to at least listen to what is going on. The Manager and Solicitor need to take a look at the Water and Sewer Authority to see what options are out there. Whether it's to keep status quo or suggest a better plan for the Township moving forward.

X. PUBLIC COMMENT:

Ivan Jurin, 1 Meadow Drive, Hilltown – is re-visiting the Haines Kibblehouse decision in the context in the loss of the natural resource that is the basic of life and that is pure water. Research showed that every Quarry pumps water to do its work. In 2005, when they received permission to go lower, that is when wells went dry in the community and a sink hole developed on his property, and also in comparison on how much water is being lost each day. Two and a half million gallons comes out to a billion gallons a year. Philadelphia lost 23 million gallons with the pipe break. That's no big deal . . . Hilltown loses that much in 9 days. He would like to see the Township look into how to retain the water, or at least some of it, especially in the context now that the recreational lake was also going to have the utility of replenishing the aquifer. Also, he questioned the status of the Forest Road Park. Nothing has been done to it for several years except to maintain the grass. Supervisor McIlhinney stated that some H&K funds were used for a parking lot, trees, and fencing but have not delved into the Township funds to expand it or finish it and have a job to do there. Mr. Jurin stated that his part of the Township is being neglected, and with the decisions made over a month ago, that has a very negative impact on the quality of life and on property values. Supervisor McIlhinney stated the funds that will be coming through the County for Open Space will be coming to the Township this year and will have to have matching funds of 25% which will be about 1 million dollars which will help to facilitate some of the final work over there. Mr. Jurin suggested considering a reservoir that is manmade for the water. The Township Manager advised that the County Open Space Grant was for approximately \$680,000.00, however, the County has given conflicting information as to the eligibility of funds. Mr. McIlhinney advised that we will be meeting with the County's Open Space Director this week to clarify their position.

Hans Sumpf – 9 Beverly Road – Deep Run Valley Sports Associates - questioned Forest Road Park and the original plan for a soccer field.

Y. PRESS CONFERENCE: No members of the press were in attendance.

Z. ADJOURNMENT: Upon motion by Supervisor Groff, seconded by Supervisor Bennington, and carried unanimously, the January 6, 2014 Hilltown Township Board of Supervisors Annual Reorganization Meeting was adjourned at 7:40PM.

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).