

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS  
REGULARLY SCHEDULED MEETING  
Monday, December 12, 2011, 7:00PM**

The regularly scheduled meeting of the Hilltown Township Board of Supervisors was called to order by Chairman John B. McIlhinney at 7:03PM and opened with the Pledge of Allegiance.

Also present were: Barbara A. Salvadore, Vice-Chairperson  
James C. Groff, Supervisor  
Christopher E. Engelhart, Chief of Police  
Lorraine E. Leslie, Township Treasurer/Finance Officer  
Francis X. Grabowski, Township Solicitor  
C. Robert Wynn, Township Engineer  
Lynda S. Seimes, Township Secretary/Interim Manager

A. ANNOUNCEMENTS:

1. The Board met in Executive Session on Monday, November 28, 2011 for personnel issues related to the hiring of the new Township Manager.

B. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

C. CONSENT CALENDAR:

- Minutes of the November 14, 2011 Meeting.
- Bills Lists dated November 17, 2011 and December 13, 2011.
- Financial Statement dated November 30, 2011.
- 2012 Fire Protection Agreements for Signature following meeting: Sellersville, Souderton and Telford Fire Companies.

Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to approve and accept all items on the Consent Calendar as noted above. There was no public comment.

D. ENGINEERING/PLANNING:

1. Mill Road Bridge Project – Correspondence dated October 31, 2011 has been received from McCormick Taylor requesting an extension in the contract for Mill Road Bridge design. Mr. Wynn recommended approval of the extension until August 31, 2012. In addition, contact must be made to the two property owners from which right-of-way must be acquired in order to construct the new bridge structure. Contact must be made by a right-of-way consultant approved by PennDot or the Township (owner) by January 15, 2012 due to the date of the appraisal by PennDot.

Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to authorize extension in the contract for the design of the Mill Road Bridge Project until August 31, 2012. There was no public comment.

2. Harleysville Savings Bank – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff and carried unanimously to accept completion of the 18 month maintenance period and return the remaining escrow funds to Harleysville Savings Bank. There was no public comment.

3. Penn Foundation – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to accept completion of improvements within Hilltown Township for the Penn Foundation Subdivision/Land Development, and to commence the 18-month maintenance period for the project. There was no public comment.

4. Hillcrest Road Bridge Repair – Mr. Wynn's memo dated December 7, 2011 was discussed. During an evaluation of the extent of scour at Hillcrest Road Bridge during the week of November 28, 2011, it was discovered that the extent of scour far exceeded the "priority one" determination by PennDot in early summer 2011. Accordingly, an emergency permit was obtained from DEP to make immediate repairs to the structure foundation. Those repairs were completed by Toth Brothers, Inc. on Dec. 5<sup>th</sup> and 6<sup>th</sup>.

5. Gravel Bar Removal – Motion was made by Supervisor Salvadore, seconded by Supervisor, and carried unanimously to authorize Mr. Wynn to secure proposals for removal of the gravel bar located in Pleasant Springs Creek approximately 500 ft. downstream of the Hillcrest Road Bridge, to be considered by the Board at their January 23, 2012 meeting.

6. FEMA Floodplain Ordinance Update – Updated floodplain maps are scheduled for approval by FEMA in 2012, which will necessitate a revision to the Township Ordinances for compliance with their current model Ordinance. Floodplain Management regulations are contained within the Zoning Ordinance, which will require the Ordinance to be reviewed by both the Township Planning Commission and Bucks County Planning Commission. Prior to their review, FEMA requests that a draft Ordinance be prepared and forwarded to FEMA for review.

Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to authorize Mr. Wynn to prepare a draft FEMA Floodplain Ordinance for review by Solicitor Grabowski and then forwarded to them for review. There was no public comment.

E. UNFINISHED BUSINESS:

1. Adoption of FY2012 Budget – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to adopt and approve the FY2012 Budget as advertised for public inspection and as presented. There was no public comment.

F. NEW BUSINESS:

1. Appointment of Township Manager – Chairman McIlhinney was pleased to announce the appointment of Mr. Richard C. Schnaedter as the Hilltown Township Manager effective January 3, 2012. (A copy of the entire press release is available for public review at the Township office). It was noted that the Search Committee interviewed several excellent candidates; however Mr. Schnaedter was chosen unanimously to be the new Township Manager.

Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to appoint Mr. Richard C. Schnaedter as the Hilltown Township Manager effective January 3, 2012. There was no public comment.

2. Consider cancellation of December 27, 2011 Supervisor's Meeting – Motion was made by Supervisor Groff, seconded by Supervisor Salvadore, and carried unanimously to authorize cancellation of the December 27, 2011 Hilltown Township Board of Supervisors meeting. There was no public comment.

3. Discussion of Yard Waste Drop-Off Site – Chairman McIlhinney requested that this item be placed on the agenda because he has noticed several large, what he believes to be commercial vehicles, are dropping off yard waste here at the Township building on weekends in order to avoid dumping fees. He further noted that the Township policy clearly states that yard waste drop off is only to occur Monday through Friday from 8AM to 4:30PM, and is for Hilltown residents only. Supervisor Salvadore commented that this area suffered an extraordinary amount of damage from the late October snow storm, and most people are doing their yard clean-up on weekends. Discussion took place.

4. Adopt Resolution establishing Fund Balance Policies as required by GASB 54 – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to **adopt Resolution #2011-16, establishing Fund Balance Policies as required by GASB 54.** There was no public comment.

5. Approval and Execution of Local Service Tax Collection Agreement with Keystone Collections Group (Effective January 1, 2012): Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to approve and execute the Local Service Tax Collection Agreement with Keystone Collections Group effective January 1, 2012. There was no public comment.

6. Consider requesting that PennDot conduct Traffic Studies on Sections of Hilltown Pike and Rt. 152 – Chief Engelhart and Mr. Wynn recently attended a meeting in New Britain Township to review and discuss the preliminary results of the Bucks/Montgomery Counties Transportation and Land Use Study that had been conducted by PennDot. Upon review of the crash data maps, Chief Engelhart observed several areas of roadway determined to have high

traffic crash rates – particularly the stretch of Hilltown Pike in the area of Church Road/Diamond Street and Chalfont Road. This stretch of roadway is currently posted at 50 mph, which in his opinion is too high considering the high traffic rate, cross traffic and limited intersection sight distances. In addition, Chief Engelhart noted that the area of Rt. 152 south of the Silverdale Borough line was highlighted. This area is also currently posted at 50 mph.

Chairman McIlhinney further noted that there are several drainage issues in this area, which appear to be caused by clogged ditches, and which may be contributing to the higher crash rates.

Motion was made by Supervisor Groff, seconded by Supervisor Salvadore, and carried unanimously to authorize Chief Engelhart and Mr. Wynn to prepare correspondence to PennDot requesting that a traffic study be conducted on the specific sections of Hilltown Township roadways as noted above, and to include the issues of drainage and sight distance as mentioned this evening.. There was no public comment.

G. SUPERVISOR'S COMMENTS:

1. Supervisor Salvadore asked when PennDot will be re-grading that area of Minsi Trail from Rt. 113 to Rickert Road. Chief Engelhart will look into the matter and report back.

H. PUBLIC COMMENT: None.

I. PRESS CONFERENCE: A conference was held to answer questions of those reporters present.

J. ADJOURNMENT: Upon motion by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously, the December 12, 2011 Hilltown Township Board of Supervisors meeting was adjourned at 7:37PM.

Respectfully submitted,



Lynda Seimes

Township Secretary/Interim Manager

(\*Note: These minutes should not be considered official until approved by the Board of Supervisors at a public meeting).