

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS  
ANNUAL REORGANIZATION MEETING  
Monday, January 3, 2011  
7:00PM**

The 2011 Hilltown Township Board of Supervisors Reorganization Meeting began at 7:00PM.

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

B. SELECTION OF TEMPORARY SECRETARY – Motion was made by Supervisor Salvadore, seconded by Supervisor McIlhinney, and carried unanimously to appoint Lynda Seimes as Temporary Secretary. There was no public comment.

C. CALL TO ORDER: The Hilltown Township Board of Supervisors Reorganization meeting of January 3, 2011 was called to order by Temporary Chairman John B. McIlhinney at 7:00PM and opened with the Pledge of Allegiance. Also in attendance were Supervisor Barbara A. Salvadore, Supervisor James C. Groff, Township Manager Christopher S. Christman, and Lynda S. Seimes, Township Secretary, to record and take minutes of this meeting.

D. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

E. OFFICER APPOINTMENTS: Nominations were made for the positions of Chairman, Vice-Chairman, Secretary, and Treasurer for 2011:

1. Chairman – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to appoint Supervisor McIlbinney as Chairman of the Board of Supervisors for 2011. There was no public comment.

2. Vice-Chairman – Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to appoint Supervisor Salvadore as Vice-Chairperson of the Board of Supervisors for 2011. There was no public comment.

3. Township Secretary – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to appoint Lynda Seimes as Township Secretary for 2011. There was no public comment.

4. Township Treasurer – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to appoint Lorraine Leslie as Township Treasurer for 2011. There was no public comment.

F. PROFESSIONAL SERVICE APPOINTMENTS: Motion was made by Supervisor Salvadore and seconded by Supervisor Groff to accept Items 1 through 5 of the Professional

Service Appointments, excluding Item 6 – Township Planner.

- 1) Township Solicitor – Grabowski Associates.
- 2) Township Engineer – C. Robert Wynn Associates.
- 3) Township Certified Public Accountant – Dunlap Associates.
- 4) Township Depository – QNB.
- 5) Township Traffic Engineer – Heinrich and Klein.

Prior to a vote, discussion took place. Supervisor Salvadore recalls that the Board previously agreed that no specific planner would be chosen for appointment, and that one would be determined if and when their services were required. Supervisor Groff concurred with her recollection.

Original motion carried unanimously. There was no public comment.

G. BOARD APPOINTMENTS:

1. Planning Commission (Two 4-year terms ending 12/31/14) – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to reappoint Lori McCauley to another 4-year term on the Hilltown Planning Commission. There was no public comment.

It was noted that Jeff Lapp was not seeking reappointment to the Planning Commission, and that one vacancy remains.

2. Zoning Hearing Board (One 3-year term ending 12/31/13) – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to reappoint Joseph Kirschner to another 3-year term on the Hilltown Zoning Hearing Board. There was no public comment.

3. Water and Sewer Authority (One 5-year term ending 12/31/15) – Motion was made by Supervisor Salvadore, and seconded by Supervisor Groff to reappoint Melvin Wright to another 5-year term on the Hilltown Water and Sewer Authority. Supervisor Groff abstained from the vote. Motion carried. There was no public comment.

4. Vacancy Board (One 1-year term ending 12/31/11) – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to reappoint John Wietecha to another 1-year term on the Hilltown Vacancy Board. There was no public comment.

5. Parks, Recreation, and Open Space Committee – (Two 3-year terms ending 12/31/13) – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to reappoint Anh Bixby to another 3-year term on the Hilltown Parks, Rcreation, and Open Space Committee. There was no public comment.

Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to appoint Joan Finno to a 3-year term on the Hilltown Parks, Recreation, and Open Space Committee. There was no public comment.

6. Emergency Management Coordinator (One 1-year term ending 12/31/11) – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to reconfirm Ray Fegley as the Hilltown Emergency Management Coordinator for 2011. There was no public comment.

7. Assistant Emergency Management Coordinator (One 1-year term ending 12/31/11) – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to reconfirm Thomas Louden as the Hilltown Assistant Emergency Management Coordinator for 2011. There was no public comment.

8. Agricultural Officer/Emergency Management (One 1-year term ending 12/31/11) – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to reappoint John Wietecha to another 1-year term as the Hilltown Emergency Management Agricultural Officer for 2011. There was no public comment.

9. Board of Auditors (One vacancy, Two years remaining on term) – It was noted that there were no other applicants, and that a vacancy remains. The Supervisors encouraged anyone interested in serving to submit their application.

10. UCC Board of Appeals (One 5-year term ending 12/31/15; One 4-year term ending 12/31/14; One 3-year term ending 12/31/13; One 2-year term ending 12/31/12; and One 1-year term ending 12/31/11) – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to reaffirm the following appointments to the Hilltown UCC Board of Appeals:

- H. Joseph Phillips to a 5-year term
- Mark Funk to a 4-year term
- Dave Hersh to a 3-year term
- Maureen Purcell to a 2-year term

There was no public comment.

It was noted that one vacancy exists for a 1-year term.

H. TREASURER'S BOND LIMIT – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to approve the Treasurer's Bond Limit of \$3 million dollars for 2011. There was no public comment.

I. EMPLOYEE CONTRIBUTION TO POLICE PENSION FUND – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to **adopt Resolution #2011-1, resolving that Hilltown Township will require a 2% pension contribution from the Hilltown Police for the year 2011.** There was no public comment.

J. NO EMPLOYEE CONTRIBUTIONS TO NON-UNIFORM PENSION FUND – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to **adopt Resolution #2011-2, resolving that Hilltown Township will not require any pension contributions from the Hilltown Non-Uniform Employees for the year 2011.** There was no public comment.

K. BOARD OF SUPERVISORS MEETING DATES FOR 2011 – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to **adopt Resolution #2011-3, accepting the Supervisor's meeting dates for the year 2011, with meetings to be held on the second and fourth Monday of each month beginning at 7:00PM with the following exception – cancel the Monday, January 10, 2011 meeting due to tonight's Reorganization meeting.** There was no public comment.

L. PLANNING COMMISSION MEETING DATES FOR 2011 – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to **adopt Resolution #2011-4, accepting Planning Commission meeting dates for the year 2011, with meetings to be held on the first Monday (worksession) and the third Monday (regular) of each month, beginning at 7:30PM, noting that cancellation of a worksession or regular meeting will be posted on the Township's website and on the front door of the Municipal Building, and with the following exceptions to date – cancel the Monday, January 3<sup>rd</sup> worksession meeting due to the Supervisor's Reorganization meeting; Tuesday, January 18<sup>th</sup> due to the Martin Luther King holiday; Tuesday July 5<sup>th</sup> due to Independence Day; and Tuesday, September 6<sup>th</sup> due to Labor Day.** There was no public comment.

M. ADOPTION OF NON-UNIFORM HOLIDAYS FOR 2010 – Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to **adopt Resolution #2011-5, establishing the following Non-Uniform Holidays for the year 2011:**

\*Friday, December 31, 2010  
Monday, January 17  
Friday, April 22  
Tuesday, May 17  
Friday, May 27

New Years Day  
Martin Luther King Day  
Good Friday  
Primary Election Day  
Friday before Memorial Day

<b>Monday, May 30</b>	<b>Memorial Day</b>
<b>Monday, July 4</b>	<b>Independence Day</b>
<b>Monday, September 5</b>	<b>Labor Day</b>
<b>Tuesday, November 8</b>	<b>Election Day</b>
<b>Thursday, November 24</b>	<b>Thanksgiving Day</b>
<b>Friday, November 25</b>	<b>Day After Thanksgiving</b>
<b>Monday, December 26</b>	<b>Christmas or other religious holiday of choice</b>
<b>Third personal day chosen by employee</b>	<b>Floating Holiday</b>

Original motion carried unanimously. There was no public comment.

N. ADOPTION OF FEE SCHEDULE FOR 2011 -- Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to **adopt Resolution #2011-6, the Building, Zoning, Miscellaneous Fee Schedule for 2011.** There was no public comment.

O. DISPOSITION OF RECORDS -- Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to **adopt Resolution #2011-7, authorizing the disposition of all financial records for the year 2003, excluding quarterly payroll records and all pension records.** There was no public comment.

P. ESTABLISH TAX RATES FOR CALENDAR YEAR 2011 -- Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to **adopt Resolution #2011-8, establishing tax rates by setting the tax levy for FY2011 upon all real property within Hilltown Township at 5.75 mills for general municipal purposes, .75 mills for fire protection purposes, .50 mills for parks/recreation purposes, 1.25 mills for debt payments; and .50 mills for road equipment acquisition.** There was no public comment.

Q. DESIGNATE VOTING DELEGATE AND CERTIFY ATTENDANCE AT ANNUAL PSATS CONVENTION (April 2011) -- Motion was made by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously to designate the Township Manager as the Voting Delegate for the PSATS convention.

R. ANNOUNCEMENTS:

1. The Board met for informational purposes prior to this meeting.
2. The Supervisor's worksession meeting, which would normally be held on Monday, January 10<sup>th</sup> has been cancelled. The next meeting of the Board of Supervisors will be Monday, January 24, 2011 at 7PM.

S. CONSENT CALENDAR:

- Minutes of December 13, 2010 Board/Commission Vacancy Interviews.

- Minutes of December 13, 2010 Supervisor's Meeting.
- Bills List paid as of January 4, 2011.
- 2011 Fire Protection Agreements for Signature: Perkasio, Sellersville, and Telford Fire Companies.
- T-Mobile Northeast LLC Conditional Use Decision for Signature.

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

T. ZONING HEARING BOARD ADVISORY:

1. Carson Helicopters – 952 Blooming Glen Road, Seeking authorization for construction of a 28,500 sq. ft. addition to hangar, and construction of a 20,000 sq. ft. addition to warehouse. Chairman McIlhinney expressed concern with the possible stormwater runoff created by the additional impervious surface. The Board of Supervisors unanimously agreed that they would like to meet in Executive Session to discuss this issue further.

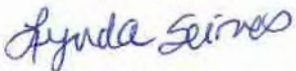
U. SUPERVISOR'S COMMENTS: None.

V. PUBLIC COMMENT: None.

W. PRESS CONFERENCE: There were no questions asked by the reporters in attendance.

X. ADJOURNMENT: Upon motion by Supervisor Salvadore, seconded by Supervisor Groff, and carried unanimously, the January 3, 2011 Hilltown Township Board of Supervisors Annual Reorganization meeting was adjourned at 7:12PM.

Respectfully submitted,



Lynda Seimes  
Township Secretary

(\*These minutes were transcribed from notes and recordings, and are not considered official until approved and accepted by the Board of Supervisors at a public meeting).