

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
ANNUAL REORGANIZATION MEETING
Monday, January 3, 2005
7:30PM**

The 2005 Hilltown Township Board of Supervisors Reorganization Meeting began at 7:30PM and opened with the Pledge of Allegiance.

Supervisor Bennington announced the Board met in Executive Session prior to this meeting in order to discuss personnel.

A. SELECTION OF TEMPORARY CHAIRPERSON – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to appoint Supervisor Bennington as Temporary Chairperson. There was no public comment.

B. SELECTION OF TEMPORARY SECRETARY – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, 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, 2005 was called to order by Temporary Chairperson Bennington at 7:31PM. Also in attendance were Supervisor George C. Egly, Jr., Supervisor Richard J. Manfredi, and Lynda Seimes, Temporary 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 Chairperson and Vice-Chairperson of the Board of Supervisors, Township Secretary, Assistant Township Secretary, Township Treasurer, and Assistant Township Treasurer for 2005. There was no public comment.

1. Chairperson – Motion was made by Supervisor Manfredi, seconded by Supervisor Egly, and carried unanimously to appoint Supervisor Kenneth B. Bennington as Chairperson of the Board of Supervisors for 2005. There was no public comment.

2. Vice-Chairperson – Motion was made by Supervisor Manfredi, seconded by Chairperson Bennington, and carried unanimously to appoint Supervisor Egly as Vice-Chairperson of the Board of Supervisors for 2005. There was no public comment.

3. Township Secretary – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to appoint Lynda Seimes as Township Secretary for 2005. There was no public comment.

4. Assistant Township Secretary – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to appoint Lorraine Leslie as Assistant Township Secretary for 2005. There was no public comment.

5. Township Treasurer – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to appoint Lorraine Leslie as Township Treasurer for 2005. There was no public comment.

6. Assistant Township Treasurer – Motion was made by Supervisor Manfredi, seconded by Supervisor Egly, and carried unanimously to appoint Supervisor Egly as Assistant Township Treasurer for 2005. There was no public comment.

F. PERSONNEL APPOINTMENTS: The following motions were made by the Board of Supervisors for the positions as stated:

1. Township Manager – Chairperson Bennington announced that Mr. Gregory Lippincott has submitted his resignation as Township Manager effective April 7, 2005 in order to pursue other opportunities.

Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to accept Mr. Gregory Lippincott's resignation from employment effective April 7, 2005. There was no public comment.

Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to authorize the advertisement of the position of Township Manager. There was no public comment.

2. Chief of Police and Director of Public Safety – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to appoint Christopher Engelhart as Chief of Police and Director of Public Safety for 2005. There was no public comment.

3. Director of Public Works – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to appoint Thomas Buzby as Director of Public Works for 2005. There was no public comment.

4. Building Code Official – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to appoint David Taylor as Building Code Official for 2005. There was no public comment.

5. Assistant Building Code Official – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to appoint Daniel Jenkins as Assistant Building Code Official for 2005. There was no public comment.

6. Zoning Officer – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to appoint David Taylor as Zoning Officer for 2005. There was no public comment.

7. Assistant Zoning Officer – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to appoint Daniel Jenkins as Assistant Zoning Officer for 2005. There was no public comment.

8. Zoning Hearing Board Secretary- Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to appoint Lynda Seimes as Zoning Hearing Board Secretary for 2005. There was no public comment.

9. Fire Marshal – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to appoint Daniel Jenkins as Fire Marshal for 2005. There was no public comment.

G. PROFESSIONAL SERVICE APPOINTMENTS: Motion was made by Supervisor Manfredi, seconded by Supervisor Egly, and carried unanimously to make the following professional service appointments for 2005:

1. Township Solicitor – Francis X. Grabowski, Grabowski Associates
2. Zoning Hearing Board Solicitor – Jeffrey Trauger, Grim, Biehn and Thatcher
3. Township Engineer – C. Robert Wynn, C. Robert Wynn Associates
4. Township Certified Public Accountant – Julia Davis, Dunlap and Associates
5. Township Depository – Quakertown National Bank
6. Township Planner – Lynn Bush, Bucks County Planning Commission
7. Township Traffic Engineer – Andreas Heinrich, Heinrich and Klein

There was no public comment.

H. BOARD APPOINTMENTS:

1. Chairperson Bennington explained that at this time last year, the Supervisors promised they would advertise board positions as terms expired at the end of 2004, instead of simply reappointing those individuals currently serving in that capacity. By doing this, the Board believes they will be providing an opportunity for all interested

Township residents to have that same ability to serve, if they so desire. Unfortunately, these vacancies were not advertised in a timely manner as directed by the Board, and therefore, the Supervisors have decided not to reappoint those individuals to their respective boards this evening. Supervisor Manfredi emphasized that this decision in no way reflects on the performance or the ability of the individuals who have served on these boards, noting that the Board of Supervisors is very thankful for the spirit of volunteerism exhibited by them. He explained that these residents are certainly more than welcome to apply for an additional term on their respective boards, going through the interview process just as any other interested resident would. Chairperson Bennington noted that these very same volunteers might very well be reappointed to the expired term, if they are the most qualified candidates for that position.

Motion was made by Supervisor Manfredi, seconded by Supervisor Egly, and carried unanimously to authorize the advertisement of vacancies on the Planning Commission (2 positions at 5-year terms each), the Zoning Hearing Board (1 position at 3-year term), the Park and Recreation Board (2 positions at 5-year terms each, and 1 position until 12/31/08), the Open Space Committee (1 position at 5-year term and 1 position until 12/31/08), and the Water and Sewer Authority (1 position at 5-year term). There was no public comment.

2. Vacancy Board – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to reappoint John Bender to another one-year term on the Vacancy Board for 2005. There was no public comment.

3. Emergency Management Coordinator – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to reappoint William Devlin to another one year-term as Emergency Management Coordinator for 2005. There was no public comment.

4. Assistant Emergency Management Coordinator – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to reappoint Robert Grunmeier, Jr. to another one-year term as Assistant Emergency Management Coordinator for 2005. There was no public comment.

5. Agricultural Officer/Emergency Management – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to reappoint Keith Nace to another one-year term as Agricultural Officer of Emergency Management for 2005. There was no public comment.

I. RECOMMENDATION OF TREASURER'S BOND LIMIT – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to

approve the Treasurer's Bond Limit of \$2 million dollars for 2005. There was no public comment.

J. NO EMPLOYEE CONTRIBUTION TO PENSION FUND – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to **adopt Resolution #2005-1, resolving that Hilltown Township will not require any pension contributions from the Hilltown Police for the year 2005; and to adopt Resolution #2005-2, resolving that Hilltown Township will not require any pension contributions from the Hilltown Township Non-Uniform Employees for the year 2005.** There was no public comment.

K. BOARD OF SUPERVISOR'S MEETING DATES FOR 2005 – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to **adopt Resolution #2005-3, accepting the Supervisor's meeting dates for the year 2005, with meetings to be held on the second and fourth Monday of each month, subject to change.** There was no public comment.

L. PLANNING COMMISSION MEETING DATES FOR 2005 – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to **adopt Resolution #2005-4, accepting the Planning Commission meeting dates for the year 2005, with meetings to be held on the first Monday (worksession) and third Monday (regular) of each month; with the exception of the worksession originally scheduled for Monday, January 3rd, which has been rescheduled to Thursday, January 6th due to the Supervisor's Reorganization Meeting, and with the exception of the worksession originally scheduled for Monday, July 4th which has been rescheduled to Thursday, July 7th due to Independence Day, and the meeting originally scheduled for Monday, September 5th, which has been rescheduled to Thursday, September 8th due to Labor Day, subject to change.** There was no public comment.

M. NON-UNIFORM HOLIDAYS FOR 2005 – Supervisor Manfredi asked why Martin Luther King Day is not a Township holiday. Mrs. Seimes explained that many years ago, in an effort to save the Township overtime pay, the Public Works Department agreed to forgo the Martin Luther King Day holiday, when they were often called in to plow and cinder, in exchange for the Friday before Memorial Day. Discussion took place.

Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to **adopt Resolution #2005-5, establishing the following Non-Uniform Holidays for 2005:**

- | | |
|----------------------------------|-----------------------|
| Friday, December 31, 2004 | New Year's Day |
| Friday, March 25 | Good Friday |

Tuesday, May 17	Primary Election Day
Friday, May 27	Friday before Memorial Day
Monday, May 30	Memorial Day
Monday, July 4	Independence Day
Monday, September 5	Labor Day
Tuesday, November 8	Election Day
Thursday, November 24	Thanksgiving Day
Friday, November 25	Day After Thanksgiving
Monday, December 26	Christmas
Floating Holiday	*Will be added as one additional personal Day

There was no public comment.

N. ADOPTION OF 2005 BUILDING, ZONING, AND MISCELLANEOUS FEE SCHEDULE - Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to **adopt Resolution #2005-6, establishing a fee schedule for building, zoning, and miscellaneous items for the year 2005.** There was no public comment.

O. ADOPTION OF 2005 TAX RATES – RESOLUTIONS #2005-7, #2005-8, AND #2005-9 – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to **adopt Resolution #2005-7, establishing the base line Real Estate Tax Millage pursuant to Act 91 of 2004; and to adopt Resolution #2005-8, establishing Real Estate Tax Rates for the Calendar Year 2005; and to adopt Resolution #2005-9, establishing the following additional Tax Rates for 2005:**

Earned Income	¾%
Per Capita	\$10.00
Real Estate Transfer	½%
Amusement	10%
Occupational Priv.	\$5.00
Fire Hydrant Tax	Special Assessment
Street Lights	Special Assessment

There was no public comment.

P. ADOPT RESOLUTION #2005-10 – DISPOSITION OF RECORDS – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to **adopt Resolution #2005-10, authorizing the disposition of all financial records for the year 1997, excluding quarterly payroll records, and all pension records.** There was no public comment.

Q. ADOPT RESOLUTION #2005-11 – AUTHORIZING AGREEMENT WITH BERKHEIMER ASSOCIATES FOR COLLECTION OF EARNED INCOME AND OPEN SPACE TAXES, AND TO ADOPT RESOLUTION #2005-12 – APPOINTING A LIAISON BETWEEN HILLTOWN TOWNSHIP AND BERKHEIMER ASSOCIATES – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to **adopt Resolution #2005-11, authorizing the execution of a one-year Agreement with Berkheimer Associates for the collection of Earned Income/Open Space Taxes, and to adopt Resolution #2005-12, appointing the Township Treasurer as the liaison between Hilltown Township and Berkheimer Associates with respect to the collection of Earned Income Tax.** There was no public comment.

R. DESIGNATE VOTING DELEGATE AND VERIFY ATTENDANCE AT ANNUAL PSATS CONVENTION (April 2005) – Motion was made by Supervisor Manfredi, seconded by Chairperson Bennington, and carried unanimously to designate Supervisor George C. Egly Jr. as Hilltown Township's voting delegate at the 2005 PSATS convention; and to authorize the attendance of all three Supervisors, the Township Secretary and Township Treasurer, and the Township Manager, in the event one has been named by that time. There was no public comment.

S. PUBLIC COMMENT:

1. Mrs. Marilyn Teed of Mill Road questioned the policy for applications for board vacancies. The Supervisors advised that it had been previously determined that applications would only be valid for the calendar year in which they were submitted. The Board directed Mrs. Seimes to add a line advising of this one-year stipulation to the Board Vacancy Application.

2. Mr. Jack McIlhinney submitted a new board vacancy application several days ago, prior to the new year and asked if he would then be required to submit a new application. Supervisor Manfredi replied that he would have to submit a new application for the 2005 calendar year.

3. Mr. Joe Marino of 519 Redwing Road suggested that the individuals whose terms expired on December 31, 2004 be appointed to an interim term. Chairperson Bennington explained that the Board was advised by the Solicitor that an interim appointment is not valid. Mr. Marino hopes that the Supervisors will provide a format for the various boards and commissions to follow when interviewing for vacancies, and also noted that it is his opinion that those interviews should be conducted in public. In fact, Mr. Marino recommended that the Supervisors interview the applicants for each board appointment, rather than the individual boards.

Supervisor Manfredi suggested that the board vacancies be advertised in both the News Herald and the Intelligencer with a deadline date of January 21, 2004, which he believes should provide sufficient time for interviews and possible appointment of individuals to those positions at the Supervisor's February 14, 2005 worksession meeting. Discussion took place.

4. Mrs. Jean Bolger of Rt. 152 wondered why these board positions were not advertised in a more timely fashion so that this whole issue could have been avoided. Discussion took place. It appears to Mrs. Bolger that this is a result of poor management, and inefficient and lax government, for which she blamed the Board of Supervisors, noting that the process obviously failed.

5. Mrs. Alice Kachline of Mill Road was confused by the action taken by the Board this evening with respect to reappointing individuals to various boards. She fears that such action will cause the Township to lose good, qualified individuals who serve their community in a voluntary capacity. Supervisor Manfredi explained that it was done in order to provide equal opportunity for all Township residents to serve on a board or committee, if they so desire, and commented that this action is not an indictment of anyone serving on any of the Township boards. He stated that Hilltown Township is not a "good old boy network" and appointments are not based upon seniority or any other criteria other than the qualifications of the individual. Mrs. Kachline feels this is an insult to the volunteers who have served on Township boards and in her opinion, is just not the right thing to do. Supervisor Manfredi commented that the Board will get it right, and they will start with their next appointment.

6. Mr. Hans Sumpf of 9 Beverly Road suggested that the Board advertise for expiring board positions in September or October of 2005 in order to avoid this happening at the 2006 Reorganization meeting.

7. Mr. Joe Marino of Redwing Road noted that it is the Supervisors who make the final decision as to who is appointed or not appointed. He believes it is the right of every resident of this community to submit their names for consideration on a volunteer board.

8. Mr. Jack McIlhinney of Broad Street takes exception to some of the things that were said this evening, and does not believe that when someone is appointed to a board, that it should be construed as a lifetime appointment. Further, he does not feel that the Board should be reappointing individuals as if there is an elite group, who once appointed serves indefinitely, just to avoid hurting someone's feelings.

9. Mrs. Jean Bolger of Rt. 152 stated that it appears there is an axe to be grinded this evening, and it seems as though people who are the outsiders are the people who have the problem with the process.

10. Mr. Mark Funk referred to the many individuals who had applied for vacancies on the Planning Commission in the past that were never considered for appointment, and stated that he is sure those people were insulted as well.

T. SUPERVISOR'S COMMENTS:

1. Supervisor Manfredi directed the Township Secretary to send a letter to those individuals who were not automatically reappointed to the various boards this evening, so that they understand what has transpired. He personally phoned a number of those individuals prior to this meeting in order to explain his position in advance so that this would not come as a surprise. Supervisor Manfredi commented that the Board's action this evening is not a reflection on their service to the Township, and does not mean that those individuals will not be considered. He explained that it is a matter of doing what he said he was going to do, and providing an opportunity for all residents to have that same ability to serve. Mrs. Kachline asked what response Supervisor Manfredi received from the individuals he contacted. Supervisor Manfredi replied that two of three individuals understood, and the third individual he hadn't spoken to. There were two other individuals he did not hear back from. Supervisor Manfredi stated that there is not malice involved in this decision, noting that he is merely trying to do what he said he was going to do, so that his word has meaning.

2. Chairperson Bennington advised that the next meeting of the Hilltown Township Board of Supervisors will be on January 24, 2005, and noted that the worksession meeting for January has been cancelled.

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

V. ADJOURNMENT: Upon motion by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously the January 3, 2005 Hilltown Township Board of Supervisors Annual Reorganization Meeting was adjourned at 8:12PM.

Respectfully submitted,



Lynda Seimes
Township Secretary