

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULARLY SCHEDULED WORKSESSION MEETING
Monday, October 11, 2004
7:30PM**

The regularly scheduled worksession meeting of the Hilltown Township Board of Supervisors was called to order by Chairperson Kenneth B. Bennington at 7:30PM and opened with the Pledge of Allegiance.

Also present were: George C. Egly, Jr. – Vice-Chairperson
Richard J. Manfredi – Supervisor
Gregory J. Lippincott – Township Manager
Thomas A. Buzby – Director of Public Works
Christopher Engelhart – Chief of Police
Daniel Jenkins – Fire Marshal
Lorraine E. Leslie – Township Treasurer

Chairperson Bennington announced the Board met in Executive Session prior to this meeting in order to discuss real estate and personnel.

A. PUBLIC COMMENT ON AGENDA ITEMS ONLY:

1. Mr. Lawrence Otter of 43 Paige Trail requested that the Hilltown Chase Punchlist Items issue be moved further up on the agenda. Chairperson Bennington noted that it would be discussed following the approval of Minutes, Bills List and Treasurer's Report.

B. APPROVAL OF MINUTES – Action on the minutes of the September 13, 2004 Supervisor's Worksession Meeting – Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously, to approve the minutes of the September 13, 2004 Supervisor's Worksession Meeting, as written. There was no public comment.

C. APPROVAL OF CURRENT BILLING – Chairperson Bennington presented the Bills List dated October 12, 2004, with General Fund payments in the amount of \$364,505.75, Fire Fund payments in the amount of \$11,541.96, and State Highway Aid Fund payments in the amount of \$7,570.83; for a grand total of all payments in the amount of \$383,618.54.

Supervisor Manfredi asked if a budgeted revenue and expense statement is prepared for each and every fund including the escrow funds. Mrs. Leslie replied that she only prepares revenue and expense statements for the funds that are provided to the Board. Supervisor Manfredi requested that the Board receive balance sheets for all funds.

Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to approve the Bills List dated October 12, 2004, as written. There was no public comment.

D. TREASURER'S REPORT – Chairperson Bennington presented the Treasurer's Report with the following balances as of September 30, 2004:

General Fund Checking	\$ 217,277.05
Payroll Checking	\$ 395.84
General Reserve Fund	\$ 314,640.70
Open Space Fund	\$ 447,473.16
Fire Fund Checking	\$ 81,289.29
Dcht Service Checking	\$ 265,621.44
State Highway Aid Checking	\$ 109,519.82
Escrow Fund Checking	\$1,357,544.73
Capital Projects Fund	\$ 42,679.17

Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to approve the Treasurer's Report, subject to audit. There was no public comment.

E. CONFIRMED APPOINTMENTS:

1. Mr. David Shafkowitz – Hilltown Chase Punchlist Items – Pursuant to the Board's request at their last meeting, the Elliott Building Group made arrangements to meet with Hilltown Chase residents to discuss the issues relating to the punchlist items. Mr. Shafkowitz learned that the reason for the lull in completion of these items is that the construction staff was waiting for the site contractors to return to complete items that needed to be repaired. Due to the bad weather, the contractors had fallen behind with work on this and other sites. Once the developer realized that the original site contractors would not be available in a timely fashion, they hired an independent contractor, Mr. Jeff Mullen of P & M Contractors, to complete the punchlist items. P & M Contractors has been working on-site for approximately three weeks, and has been meeting daily with Mr. Lippincott and Mr. Janetka from Mr. Wynn's office, to discuss the punchlist items and how they will be addressed on a day-to-day basis. Paving has commenced, and approximately 1/3 of the driveways are complete. Two paving contractors were on site and will be again in two weeks. Mr. Shafkowitz pledged to the Hilltown Chase homeowners and to the Board of Supervisors that by October 31, 2004, all of the on-site paving, concrete work, and general and major site work such as grading issues will be completed. Mr. Shafkowitz advised that a few minor items however, which are weather-related, will be left for completion in the spring. Mr. Shafkowitz has met with Mr. Otter, as a representative of some of the homeowners, on two separate occasions, and is

confident that a great majority of these outstanding punchlist items will be completed by October 31, 2004.

Supervisor Manfredi appreciated the necessary steps taken by Mr. Shafkowitz to satisfy the residents concerns. Chairperson Bennington did not disagree, however he noted that there must be better communication between the Elliott Building Group, the residents involved and with the Township staff.

Public Comment:

1. Mr. Larry Otter thanked the Board of Supervisors and the Township staff for their efforts to insure that these issues are resolved in a timely fashion. He conducted an informal survey of his neighbors who appear to be satisfied with the work that has been completed to date. Mr. Otter noted that communication with the developer has improved considerably since the last Supervisors meeting.

2. Mr. Drew Revak of 47 Paige Trail commented that Mr. Otter may be experiencing better communication with the developer, however he is not. His phone call to P & M Contractors' office has not been returned. Mr. Revak understands that a few of his neighbor's driveways have been paved, but he has not received satisfaction with respect to his own driveway. Mr. Shafkowitz advised that the paving crew would be on site tomorrow, and once the driveways are complete, a second paving crew will be working on the internal street during the last week of October.

Mr. Shafkowitz advised that he would be the internal contact person for the Elliott Building Group for the time being.

F. PUBLIC WORKS REPORT – Mr. Thomas A. Buzby, Director of Public Works – Mr. Buzby presented the Public Works Report for the month of September 2004; a copy of which is on file at the Township office.

The Bucks County Consortium received bids for salt for the 2004/2005-winter season, with the low bid of \$47.83/ton. Last year's low bid was \$33.81/ton. With the Board's authorization, Mr. Buzby would like to advertise the purchase of road salt for Hilltown alone to see if a better price could be obtained. If not, the Township is still permitted to purchase salt through the Consortium's bid. The Board was agreeable.

Supervisor Manfredi referred to the drainage issues at two properties on Narothyn Road, which have been discussed at previous meetings. He visited the McConnell property and the McHose property on Narothyn Road following the last rainstorm, and noted that the road shoulders clearly show where the drainage problems are. Supervisor Manfredi directed Mr. Buzby to visit Narothyn Road to determine whether the Township should

consider preventive maintenance prior to the start of construction on the neighboring Coventry Meadows Subdivision. Mr. Buzby suggested that Mr. Wynn be involved as well. Discussion took place.

G. POLICE REPORT – Chief Christopher Engelhart – Chief Engelhart read the Police Report for the month of September 2004; a copy of which is on file at the Township office.

Chief Engelhart advised that Officer Kane has returned to the Bryn Mawr Rehabilitation Center and is steadily improving.

Chief Engelhart presented a copy of his review of the proposed ATV/Dirt Bike Ordinance.

H. FIRE MARSHAL REPORT – Mr. Dan Jenkins, Fire Marshal – Mr. Jenkins presented the Fire Marshal Report for the month of September 2004; a copy of which is on file at the Township office.

Supervisor Egly requested a status report relating to open burning. Mr. Jenkins received correspondence from DEP, clarifying some issues according to their burning regulations, which the Township's Ordinance is based upon. It states that open burning can take place on any residential property, and on a farm so long as the items being burned are byproducts of the residence or directly from the farm. Commercial properties are prohibited from any type of open burning. In closing, the correspondence from DEP states "In addition to the above considerations, Section 610 of the Solid Waste Management Act, 35 P.S. Section 6018.610 imposes the additional requirement that a permit must be obtained prior to the burning of any solid waste material. The Department does not issue permits for open burning operations." Mr. Jenkins noted that "solid waste material" is a very vaguely defined term - "any waste including but not limited to municipal, residual, or hazardous waste, including solid, liquid, semi-solid, or containing gaseous materials." A lengthy discussion took place.

I. HILLTOWN AUTHORITY REPORT - No one was present. A copy of the Hilltown Authority Report for the month of September 2004 is on file at the Township office.

J. ZONING HEARING BOARD REPORT – Mr. John Snyder, Chairperson – Mr. Snyder read the Zoning Hearing Board Report for the month of September 2004; a copy of which is on file at the Township office.

Prior to the October 7, 2004 Hearing, Mr. Snyder and Mr. Browning interviewed an applicant for the Zoning Hearing Board vacancy – Mr. Anthony DelConte, who has lived

in the area for approximately 4 years and moved into the Township in April of this year.

K. HILLTOWN FIRE COMPANY REPORT – No one was present.

L. SILVERDALE FIRE COMPANY REPORT – Mr. John Gillespie, Chief – Mr. Gillespie read the Silverdale Fire Company Report for the month of September 2004; a copy of which is on file at the Township office.

Mr. Gillespie was notified that all of the fire companies in Bucks County would be receiving radiological metering equipment and training as part of a Homeland Security Grant.

M. PLANNING COMMISSION REPORT – Mr. D. Brooke Rush, Chairperson – Mr. Rush read the minutes of the October 4, 2004 Planning Commission Worksession Meeting; a copy of which is on file at the Township office.

The Planning Commission concluded that the proposed "Barn Ordinance" should not be limited to barns, but should include all historic structures, as well. Supervisor Manfredi disagreed, and discussion ensued. The Supervisors directed the Planning Commission to move forward at this time with a "Barn Ordinance," dealing specifically with barns and their uses, without including other historic structures.

With regard to the proposed SALDO revisions, Mr. Wynn had prepared a listing of all revisions, some of which the Planning Commission feel may be able to proceed quicker than others. Mr. Rush wondered if the Board wants to see the proposed revisions reviewed and forwarded to the Supervisors for Ordinance amendment adoption as a group, or individually. Chairperson Bennington felt that it should be done at the Planning Commission's convenience. Mr. Rush noted that the Planning Commission would then forward their recommendations for any SALDO revisions that they have reviewed to the Board in a "piece-meal" fashion.

A lengthy discussion took place concerning the proposed Trades Business Ordinance, with respect to the consideration given to the lot size minimum, concerns with the size/growth of a business in a residential area, and the number of employees permitted.

Several times in the past, Supervisor Manfredi requested that a SALDO requirement be considered for a digital or PDF format subdivision submission along with the regular paper copy submission. This would allow for plans to be viewed by all those in attendance at public meetings via computer projector. Supervisor Manfredi understands, however, that the Planning Commission was not in favor. Mr. Rush explained that it was his concern that a submission in this format might become more of a "show," thereby bogging down the already very lengthy Planning Commission meetings. However, he

noted that this is one of the SALDO revisions that the Planning Commission was not opposed to.

N. PARK AND RECREATION BOARD REPORT – No one was present.

O. OPEN SPACE COMMITTEE REPORT – No one was present.

P. MANAGER'S REPORT – Mr. Gregory J. Lippincott, Township Manager –

1. The developer of the proposed Jakubowitch Subdivision has requested an informal sketch plan meeting with Township staff, and has posted the required \$500.00 escrow.

2. Senator Conti will be holding a Town Meeting on Wednesday, October 20, 2004 here at the Hilltown Municipal Building at 7:15PM.

3. The first 2005 Budget Worksession meeting will be held on Wednesday, October 20, 2004 at 7:00PM in the administration conference room here at the Municipal Building.

4. A Zoning Hearing Board application has been received from D'Angelo Construction seeking a variance to exceed the required woodland disturbance by .3846 acres for a property located on Keystone Drive.

5. The Perkasio Fire Company 2004 Fire Protection Agreement was available for signature by the Board following the meeting.

Q. CORRESPONDENCE – Mr. Gregory J. Lippincott, Township Manager –

1. Correspondence was received from Kerry Gingrich, resigning his position on the Open Space Committee due to employment commitments. Mr. Gingrich's term is set to expire on December 31, 2008.

Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to authorize the advertisement of the vacancy on the Hilltown Township Open Space Committee, as noted above. There was no public comment.

R. MYLARS FOR SIGNATURE: None.

S. PUBLIC COMMENT:

1. Mrs. Marilyn Teed of Mill Road asked if the proposed Jakubowitch Subdivision is located near Park and Mill Roads, and Mr. Lippincott confirmed that it is.

2. With respect to the proposed Trades Business Ordinance, Mr. Mark Funk of Broad Street recalls that during a Planning Commission worksession meeting in May, several comments and suggestions were made and a vote was taken, which passed by a 5:1 vote to recommend approval of the revisions. Chairperson Bennington noted that the Supervisors would discuss this matter with Mr. Wynn.

3. Mr. Jack McIlhinney of Broad Street commented that the Planning Commission must first hold a Public Hearing concerning any proposed Ordinance before the Supervisors can authorize advertisement of a Public Hearing for possible adoption. A lengthy discussion took place. Supervisor Manfredi would like Mr. Wynn to prepare a formal draft, including any amendments that the Planning Commission may have recommended, for the Board's review. It was determined that this issue will be discussed with Mr. Wynn at the October 25, 2004 Board of Supervisors meeting.

T. SUPERVISOR'S COMMENTS:

1. Several meetings ago, Chairperson Bennington mentioned that the Bucks County Commissioner's Senior Task Force was seeking senior citizen representatives to attend a May 25, 2005 Summit to discuss issues of aging, however no one has yet volunteered to serve. He encouraged interested senior citizens interesting to contact the Township office.

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

V. ADJOURNMENT: Upon motion by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously, the October 11, 2004 Hilltown Township Board of Supervisor's Worksession Meeting was adjourned at 8:50PM.

Respectfully submitted,


Lynda Seimes

Township Secretary

(*These minutes were transcribed from tape recordings taken by Mrs. Lorraine Leslie, Township Treasurer).