

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULARLY SCHEDULED WORKSESSION MEETING
Monday, May 13, 2002
7:30PM**

The regularly scheduled meeting of the Hilltown Township Board of Supervisors was called to order by Chairperson John S. Bender at 7:34PM and opened with the Pledge of Allegiance.

Also present were: Kenneth B. Bennington, Vice-Chairperson
Betty P. Snyder, Supervisor
Gregory J. Lippincott, Township Manager
Thomas A. Buzby, Director of Public Works
David W. Taylor, Code Enforcement Officer
Lt. Christopher Engelhart, Police Department
Lorraine E. Leslie, Township Treasurer

Chairperson Bender announced the Board met in Executive Session prior to this meeting in order to discuss personnel and legal matters.

A. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

B. APPROVAL OF MINUTES – Action on the minutes of the April 22, 2002 Supervisor’s Meeting – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to approve the minutes of the April 22, 2002 Supervisor’s Meeting, as written. There was no public comment.

C. APPROVAL OF CURRENT BILLING – Chairperson Bender presented the Bills List dated May 14, 2002, with General Fund payments in the amount of \$65,688.86, and State Highway Aid Fund payments in the amount of \$2,047.84; for a grand total of all payments in the amount of \$67,736.70.

Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to approve the Bills List dated May 14, 2002. There was no public comment.

D. TREASURER’S REPORT – Chairperson Bender presented the Treasurer’s Report with the following balances as of April 30, 2002:

General Fund Checking Fund	\$ 101,425.42
Payroll Checking	\$ 99.61
General Reserve Fund	\$ 21,699.96
Open Space Fund	\$ 110,321.31
Fire Fund Checking Fund	\$ 21,484.18
Debt Service Checking Fund	\$ 267,060.63
State Highway Aid Checking Fund	\$ 263,275.51

Escrow Fund Checking Fund	\$ 493,686.78
Capital Projects Fund	\$1,143,806.26

Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to approve the Treasurer's Report dated April 30, 2002, subject to audit. There was no public comment.

E. PUBLIC WORKS REPORT – Mr. Thomas A. Buzby, Director of Public Works – Mr. Buzby read the Public Works Report for the month of April, 2002; a copy of which is on file at the Township office.

F. POLICE REPORT – Lt. Christopher Engelhart – Lt. Engelhart read the Police Report for the month of April, 2002; a copy of which is on file at the Township office.

G. BUILDING REPORT – Mr. David W. Taylor, Code Enforcement Officer – Mr. Taylor read the Building Report for the month of April, 2002; a copy of which is on file at the Township office.

The State Building Code now has an implementation date of March 2003, and has set the date of July 15, 2002 to begin licensing Building Inspectors.

H. HILLTOWN AUTHORITY REPORT – Mr. James C. Groff, Authority Manager – Mr. Groff read the Hilltown Authority Report for the month of April, 2002; a copy of which is on file at the Township office.

Mr. Groff announced that the Governor extended the Drought Emergency for twenty Pennsylvania counties, including Bucks, for an additional 90 days. Mr. Gross advised that this area is approximately 8 to 10 inches behind in rainfall, not including today's rainfall. With the current drought requirements, filling or topping of swimming pools is prohibited, however it is the municipality's option to lift that particular requirement if they choose.

The Authority held a pre-construction meeting for the proposed sewer plant on May 10, 2002. The general contractor has set a preliminary start date for Monday, May 20, 2002.

Mr. Groff introduced Mr. Butch Ervin, a relatively new HTWSA employee. Mr. Ervin is a licensed water and sewer operator, whose day-to-day job will be maintaining the proposed sewer plant.

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

J. SILVERDALE FIRE COMPANY REPORT – Mr. John Gillespie – Mr. Gillespie read the Silverdale Fire Company Report for the month of April, 2002; a copy of which is on file at the Township office.

K. PLANNING COMMISSION REPORT – Mr. John Kachline, Chairperson – Mr. Kachline read the Planning Commission Report for their May 6, 2002 worksession meeting; a copy of which is on file at the Township office.

Public Comment:

I. Mr. Jack McIlhinney of Broad Street refuted statements attributed to him from the last Planning Commission Worksession meeting, which were misquoted in the Planning Commission Report

L. PARK AND RECREATION REPORT – Mr. Jon Apple, Chairperson – Mr. Apple read the Park and Recreation Board Report for the month of April, 2002.

Mr. John Cornell, the East Rockhill Township Manager, attended the last Park and Recreation Board meeting to discuss the possibility of co-sponsoring an event in conjunction with Community Day. The Park and Recreation Board looks favorably upon this suggestion, and will continue discussions with East Rockhill Township.

Spotts, Stevens, and McCoy has been provided answers to a number of specific questions concerning the Forest Road Park, particularly regarding curbing, planting and seeding of grassed areas, etc. Next month, it is anticipated that Spotts, Stevens, and McCoy will be changing the plan scale to 1 inch = 50 ft. in order to provide more detail of the project. They are also working on balancing the cut and fill on the site, and will have a preliminary draft of overall costs at the next Park and Recreation Board meeting. The Board is interested in obtaining DCNR Grants, which must be applied for by the end of October, 2002. It is anticipated that Spotts, Stevens, and McCoy could complete their aspect of the project in August, at which time consideration could be given to submitting grant applications to DCNR.

Theater Camp will be held from July 7th through the 14th at the Blooming Glen Playground. Tennis Camp will be held from July 8th through the 12th at the Civic Field Park. The Sand Volleyball League will begin on May 28, 2002 at the Hilltown Civic Park. Supervisor Bennington recalls that Mrs. Heather Phillips who runs the Sand Volleyball League program in Hilltown, was seeking additional court space because of the league's rapid growth. Mr. Apple agreed that Mrs. Phillips had requested several things, including a third sand volleyhall court, lights on the volleyball courts, and relocation of the dog waste container from the volleyball court area. A lengthy

discussion took place with Mr. Buzby, Director of Public Works regarding the possibility of a third sand volleyball court at the Civic Field Park.

A Liberty Elm Tree will be planted in memory of Mr. William H. Bennett, Jr., former Township Supervisor, here at the Municipal Building on Saturday, September 21, 2002. Discussion took place.

M. OPEN SPACE REPORT – No one was present.

N. ZONING HEARING BOARD REPORT – Mr. John Snyder, Chairperson – Mr. Snyder read the Zoning Hearing Board Report for the month of April, 2002; a copy of which is on file at the Township office.

O. CONFIRMED APPOINTMENTS:

1. Ms. Julia Stevens – Dunlap Associates, Township Audit Report – Ms. Stevens of Dunlap Associates, the Township's appointed auditor, presented the 2001 Audit Report. At the end of December, 2001, the General Fund contained \$211,792.00, and the Special Revenue Funds contained \$211,554.00. The Capital Projects Fund contained \$144,030.00 and the Debt Service Fund contained \$127,014.00. From 2001 to 2002, the General Fund carried over Fund Equity in the amount of \$293,897.00 and the Special Revenue Funds carried over \$210,881.00. The Capital Projects Fund carried \$144,030.00 and the Debt Service Fund carried \$128,764.00 from 2001 to 2002. Total revenues collected for 2001 was approximately \$3.3 million, with total expenditures for the year at approximately \$3.5 million, with a deficiency of revenues over expenditures in the amount of \$226,000.00, which was all for budgeted capital expenditures and projects. Total revenue for the year 2001 was \$568,131.00, which was an increase from the prior year due to the new Earned Income Tax. Total Expenditures and Special Revenue Funds were \$378,997.00, and therefore, there was an excess in that grouping of funds in the amount of \$189,000.00. Ms. Stevens noted that it is important to remember that the total excess revenues over expenditures for the year 2001 was \$4,308.00.

Supervisor Bennington commented that this audit is a testimony to the outstanding job that Mr. Lippincott, Mrs. Leslie, Mrs. Seimes, and Mrs. Faust do in administrating the budget, and he is very pleased with the competency of the staff. Mrs. Stevens agreed.

2. Ms. Cindy Owen – MTBE Legislation – Ms. Owen was not present at this time.

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

1. The staff provided recommendations for Open Space Committee terms and the proposed Resolution to make this Committee a standing board.

The proposed Resolution decreases the number of board members from seven members to five, with five members on a five year rotating term with the current sixth member (Kerry Gingrich) appointed to a one-year term each year until there are only five members remaining. The Resolution has certain requirements as follows - all members must be residents of the Township, shall serve without compensation, shall provide an annual written report by March 1st of each year, shall provide interim reports as often as requested by the Board of Supervisors, shall hold an annual organization meeting in the month of January of each year at which time election of officers shall take place, and shall hold monthly meetings. Further, the Resolution specifies that any member may be removed from the Committee for malfeasance or nonfeasance in office, or any other just cause by a majority vote of the Board of Supervisors.

Chairperson Bender was very upset that the Open Space Committee has not provided a monthly report at Supervisor's worksession meetings, as is required and has been requested by the Board of Supervisors several times. Supervisor Bennington directed Mr. Lippincott to attend the next Open Space Committee meeting to advise all members, in no uncertain terms, that an Open Space Report must be provided at the next Supervisors worksession meeting, and at every worksession meeting thereafter.

Public Comment:

1. Mrs. Marilyn Teed of Mill Road quoted a section of the Municipalities Planning Code, which states that a member of the Zoning Hearing Board, (in this case, Mr. Tim Browning) may not serve in any other office in the Township.

2. Mrs. Jean Bolger of Rt. 152 believes that the chairperson of the Open Space Committee should be responsible for providing the monthly Committee report to the Board of Supervisors at their Worksession meeting.

Motion was made by Supervisor Bennington, seconded by Supervisor Snyder, and carried unanimously to **adopt Resolution #2002-18, confirming and re-establishing the Hilltown Township Open Space Committee, providing for the appointment of members, removal of members, organization, and duties.** There was no public comment.

2. Mr. Wynn's review of the potential traffic calming measures as proposed by the residents of Beverly Road was considered by the Supervisors. A lengthy

discussion took place concerning the various options proposed by the Beverly Road residents, including installation of a planter in the area between the current development and the proposed Hilltown Chase development, tree plantings to create the boulevard effect, which has been a proven traffic calming technique, and the installation of speed humps. Mr. Lippincott will initiate further discussions with the residents of Beverly Road.

3. Mr. Lippincott presented the Zoning Report for the month of April, 2002; a copy of which is on file at the Township office.

4. Mr. Jon Kutzner submitted his formal resignation from the Park and Recreation Board. Mr. Kutzner's term expires on December 31, 2005.

Motion was made by Supervisor Bennington, seconded by Supervisor Snyder, and carried unanimously to authorize the advertisement of the vacancy on the Park and Recreation Board as noted above. There was no public comment.

5. Deep Run Valley Sports Association is interested in pursuing a long-term lease on two Township-owned properties – one is located at the corner of Fairhill Road and Rt. 152, and one is located on Frontier Road. Their request states that if they had use of these properties, Deep Run could expand to meet the needs of the community and could also reduce the Township's maintenance burden for these properties. Discussion took place. The Supervisors directed Mr. Lippincott to obtain additional information from Deep Run before consideration is given to this request.

6. A request has been received from Cub Scout Pack #189, seeking a waiver of Scout Cabin rental fee for their use of the building on Friday, May 17, 2002 from 6:30PM to 9:00PM. The Cub Pack will provide the \$100.00 refundable security deposit.

Motion was made by Supervisor Bennington, seconded by Supervisor Snyder, and carried unanimously to grant a waiver of Scout Cabin rental fee to Cub Pack #189 for use of the cabin on Friday, May 17, 2002, with submission of the \$100.00 refundable security deposit. There was no public comment.

7. The Township received two AED defibrillator units through donations from local businesses and from a grant in the amount of \$1,600.00 toward their purchase, which are currently being installed in police vehicles.

8. Mr. Lippincott requested authorization to prepare and advertise for bids for the construction project of the new maintenance building on this site.

Motion was made by Supervisor Bennington, seconded by Supervisor Snyder, and carried unanimously to authorize the preparation and advertisement of bids for construction of the new maintenance building, as specified. There was no public comment.

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

1. Correspondence was received from the Hilltown Lions Club seeking the appointment of a representative of the Township to their membership in order to promote the municipality's interest in a safer, healthier, better quality of life in the Penridge area. For a cost of \$25.00 per month, the chosen representative would be the voice in all community projects sponsored by the Lions Club. Discussion took place. Mr. Lippincott will investigate this request further.

2. Correspondence has been received from New Britain Township concerning the proposed amendment to their Comprehensive Plan, revising the introduction to the Park and Recreation Supplement of 1995. Silverdale Borough's Comprehensive Plan was also received. Both documents will be forwarded to the Planning Commission for review.

4. Correspondence has been received from the North Penn Regional Improvement Association, Inc. concerning the proposed Bux-Mont Traffic Study, showing that the study area has been greatly reduced. The next meeting will be May 23, 2002.

5. PennDot sent a press release advising that work began this week on a \$128,904.00 Highway Safety Project to paint curve markings on roads where there have been an incidence of crashes. The pavement markings will alert drivers to a curve ahead, so they can slow down to negotiate the curve safely. This week, crews will be working on several roadways in central and upper Bucks County, including Diamond Street between Schultz and Fairhill Roads in Hilltown. Another location on the list for markings is Hilltown Pike between Township Line and Valley View Roads.

R. MYLARS FOR SIGNATURE:

1. Jefferson Tract Subdivision
2. Hatter Subdivision

S. PUBLIC COMMENT:

1. Mrs. Marilyn Teed of Mill Road noticed that the Municipalities Planning Code always refers to malfeasance, misfeasance, and nonfeasance, and wondered why the term "misfeasance" is not used within the Resolution to confirm and re-establish the

Open Space Committee earlier this evening. She feels that the term "misfeasance" is quite significant and should be included in the Resolution. Supervisor Snyder noted that the Resolution states that a member can be removed from the Open Space Committee for "any just cause," which in her opinion, should cover "misfeasance." Discussion took place.

With regard to the vacancy on the Park and Recreation Board, Mrs. Teed asked the length of time a resident's application for any of the Township's boards or committees is kept on file for consideration. Mr. Lippincott advised that resident's applications are kept on file for one year.

2. Mrs. Alice Kachline of Mill Road suggested that Zoning Hearing Board meeting dates and an explanation of the variance request he listed on the Township's website.

Mrs. Kachline previously forwarded correspondence to the Supervisors with regard to deed transfers, without any response. She would appreciate a response as soon as possible.

3. Mrs. Jean Bolger of Rt. 152 asked if Deep Run has a lease on the Civic Park athletic fields. Chairperson Bender replied that Deep Run pays for the use of those fields as necessary, they do not have a lease. Mrs. Bolger asked if any other neighboring municipalities have offered recreational field use to Deep Run, as had previously been suggested. Chairperson Bender commented that Bedminster Township did begin preliminary discussions with representatives from Deep Run, however to his knowledge, no final decision has been made. Mr. Lippincott agreed, and noted that East Rockhill Township was also in discussions with Deep Run.

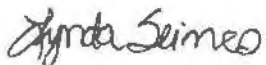
T. SUPERVISOR'S COMMENTS:

1. Chairperson Bender noted that next week is EMS Week in Pennsylvania. Dublin Regional EMS is marking the occasion on Wednesday, May 22, 2002 from 6:00PM to 8:30PM at their new headquarters behind First Union Bank in Dublin. Free blood pressure screenings, fun and safety games for children, safety videos, and refreshments will be offered. Weather permitting, the Lehigh Valley Medical Trauma Center helicopter will be on hand.

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

V. ADJOURNMENT: Upon motion by Supervisor Bennington, seconded by Supervisor Snyder, and carried unanimously, the May 13, 2002 Board of Supervisor's Worksession meeting was adjourned at 8:53PM.

Respectfully submitted,



Lynda Seimes

Township Secretary

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