

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS  
ANNUAL REORGANIZATION MEETING  
Monday, January 7, 2002  
7:30PM**

The 2002 Hilltown Township Reorganization Meeting began at 7:30PM and opened with the Pledge of Allegiance.

District Justice Robert Gaffney was in attendance to swear-in the newly elected officials, including Joan Ferry and David Duggan as Auditors, Kenneth B. Bennington and Betty P. Snyder as Supervisors, and Alice Kachline as Tax Collector.

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

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

C. CALL TO ORDER: The Hilltown Township Board of Supervisors Reorganization Meeting of January 7, 2002 was called to order by Temporary Chairperson Bender at 7:30PM. Also in attendance were Supervisor Kenneth B. Bennington, Supervisor Betty P. Snyder, Gregory J. Lippincott, Township Manager, and Lorraine E. Leslie, Township Treasurer, to record and take minutes of this meeting.

Temporary Chairperson Bender advised that on December 26, 2001, the Supervisors met in Executive Session following their regularly scheduled meeting in order to discuss legal and real estate matters.

D. PUBLIC COMMENT ON AGENDA ITEMS ONLY:

1. Mr. Jack McIlhinny of Broad Street asked for an explanation of the scheduled 7:45PM Public Hearing to consider the adoption of an Ordinance appointing the elected Tax Collector as the delinquent Tax Collector of Hilltown Township.

Mr. Lippincott explained that the Township received notice from PSATS (Pennsylvania State Association of Township Supervisors) in late December advising that a year 2000 amendment to the Local Tax Collection Law (Act 104 of 2000) now mandates all municipalities to pass an Ordinance on a yearly basis appointing the elected Tax Collector as its delinquent Tax Collector. Mr. Lippincott noted that the Tax Collector has always been responsible for the collection of delinquent taxes, however the change in the law now requires that an Ordinance be passed each year delegating that responsibility to the elected Tax Collector.

E. OFFICER APPOINTMENTS: Nominations were made for the positions of Chairperson and Vice-Chairperson of the Board of Supervisors, Township Secretary, Township Treasurer, and Assistant Township Treasurer for 2002:

1. Chairperson – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Supervisor John S. Bender as Chairperson of the Board of Supervisors for 2002. There was no public comment.

2. Vice-Chairperson – Motion was made by Supervisor Snyder, seconded by Chairperson Bender, and carried unanimously to appoint Supervisor Kenneth B. Bennington as Vice-Chairperson of the Board of Supervisors for 2002. There was no public comment.

3. Township Secretary – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Lynda S. Seimes as Township Secretary for 2002. There was no public comment.

4. Township Treasurer – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Lorraine E. Leslie as Township Treasurer for 2002. There was no public comment.

5. Assistant Township Treasurer – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Gregory J. Lippincott as Assistant Township Treasurer for 2002. 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 – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Gregory J. Lippincott as Township Manager for 2002. There was no public comment.

2. Chief of Police – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Kerry L. Trauger as Chief of Police for 2002. There was no public comment.

3. Director of Public Safety – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Chief Kerry L. Trauger as Director of Public Safety for 2002. There was no public comment.

4. Director of Public Works – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Thomas A. Buzby as Director of Public Works for 2002. There was no public comment.

5. Code Enforcement Officer - Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint David W. Taylor as Code Enforcement Officer for 2002. There was no public comment.

6. Assistant Code Enforcement Officer – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Gregory J. Lippincott as Assistant Code Enforcement Officer for 2002. There was no public comment.

7. Zoning Officer – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Gregory J. Lippincott as Zoning Officer for 2002. There was no public comment.

8. Assistant Zoning Officer – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint David W. Taylor as Assistant Zoning Officer for 2002. There was no public comment.

G. PROFESSIONAL SERVICE APPOINTMENTS: The following motions were made by the Board of Supervisors for the professional service positions as stated:

1. Township Solicitor – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Francis X. Grabowski of Grabowski Associates as Township Solicitor for 2002. There was no public comment.

2. Zoning Hearing Board Solicitor – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Jeffrey Trauger of Grim, Biehn, and Thatcher as Zoning Hearing Board Solicitor for 2002. There was no public comment.

3. Township Engineer – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint C. Robert Wynn of C. Robert Wynn Associates as Township Engineer for 2002. There was no public comment.

4. Township Certified Public Accountant – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Julia Stevens of Dunlap Associates as Township Certified Public Accountant for 2002. There was no public comment.

5. Township Depository -- Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Quakertown National Bank as Township Depository for 2002. There was no public comment.

6. Township Planner -- Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Charles Guttentplan of Waetzman Planning Group as Township Planner for 2002. There was no public comment.

7. Township Traffic Engineer -- Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Andreas Heinrich of Heinrich and Klein as Township Traffic Engineer for 2002. There was no public comment.

H. BOARD APPOINTMENTS:

1. Planning Commission -- Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to reappoint Kenneth Beer to another four-year term on the Hilltown Township Planning Commission. There was no public comment.

2. Zoning Hearing Board -- Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to reappoint Richard Manfredi to another three-year term on the Hilltown Township Zoning Hearing Board. There was no public comment.

3. Water and Sewer Authority -- Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to reappoint Keith Weiss to another five-year term on the Hilltown Township Water and Sewer Authority. There was no public comment.

4. Vacancy Board -- Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Feryl Spaninger to a one-year term on the Hilltown Township Vacancy Board. There was no public comment.

5. Emergency Personnel Coordinator -- Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint David Miller to a one-year term as the Hilltown Township Emergency Personnel Coordinator. There was no public comment.

6. Emergency Management Coordinator – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to reappoint William Devlin to a one-year term as the Hilltown Township Emergency Management Coordinator. There was no public comment.

7. Assistant Emergency Management Coordinator – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to reappoint Keith Seifert to a one-year term as the Hilltown Township Assistant Emergency Management Coordinator. There was no public comment.

8. Agricultural Officer/Emergency Management Coordinator – Chairperson Bender advised that this vacancy will be filled following interviews with the two candidates and Mr. Devlin, the Emergency Management Coordinator, and Mr. Seifert, the Assistant Emergency Management Coordinator.

I. RECOMMENDATION OF TREASURER'S BOND LIMIT – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to approve the Treasurer's Bond Limit of \$1.5 million dollars for 2002. There was no public comment.

J. EMPLOYEE CONTRIBUTION TO PENSION FUND – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to **adopt Resolution #2002-1, resolving that Hilltown Township will not require any pension contributions from the Hilltown Police for the year 2002; and to adopt Resolution #2002-2, resolving that Hilltown Township will not require any pension contributions from the Hilltown Township Non-Uniform Employees for the year 2002.** There was no public comment.

**\*7:45PM – PUBLIC HEARING- Chairperson Bender adjourned the January 7, 2002 Reorganization meeting at 7:45PM in order to enter into an advertised Public Hearing to consider the adoption of an Ordinance appointing the elected Tax Collector as the delinquent Tax Collector of Hilltown Township for the year 2002.**

Public Comment:

1. Mrs. Marilyn Teed of Mill Road asked the consequences if the Township did not pass this proposed Ordinance. Mr. Lippincott replied that the Township would be violating State law if this Ordinance is not passed. Supervisor Snyder commented that the Pennsylvania State Association of Township Supervisors is very upset with this requirement and has actively been trying to get it repealed. Discussion took place.

Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to **adopt Ordinance #2002-1, appointing the elected Tax Collector of Hilltown Township as the delinquent Tax Collector of Hilltown Township for the year 2002.** There was no public comment.

\*Chairperson Bender adjourned the Public Hearing and reconvened the Supervisor's Reorganization Meeting of January 7, 2002 at 7:50PM.

K. BOARD OF SUPERVISORS MEETING DATES FOR 2002 – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to **adopt Resolution #2002-3, accepting the Supervisor's meeting dates for the year 2002, with meetings to be held on the second and fourth Monday of each month, with the exception of the worksession for January, which has been cancelled; and to reschedule the regular meeting of Monday, May 27th to Tuesday, May 28th due to the Memorial Day holiday.** There was no public comment.

L. PLANNING COMMISSION MEETING DATES FOR 2002 – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to **adopt Resolution #2002-4, accepting the Planning Commission meeting dates for the year 2002, with meetings to be held on the first Monday (worksession) and third Monday (regular) each month; with the exception of the worksession originally scheduled for Monday, January 7<sup>th</sup>, which has been rescheduled to Thursday, January 10th due to the Supervisor's Reorganization Meeting, and with the exception of the worksession originally scheduled for Monday, September 2<sup>nd</sup>, which has been rescheduled to Thursday, September 5th due to the Labor Day holiday.** There was no public comment.

M. NON-UNIFORM HOLIDAYS FOR 2002 – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to **adopt Resolution #2002-5, to establish the following Non-Uniform holidays for 2002:**

<b>Tuesday, January 1</b>	<b>New Year's Day</b>
<b>Friday, March 29</b>	<b>Good Friday</b>
<b>Tuesday, May 21</b>	<b>Primary Election Day</b>
<b>Friday, May 24</b>	<b>Friday before Memorial Day</b>
<b>Monday, May 27</b>	<b>Memorial Day</b>
<b>Thursday, July 4</b>	<b>Independence Day</b>
<b>Friday, July 5</b>	<b>Floating Holiday</b>
<b>Monday, September 2</b>	<b>Labor Day</b>
<b>Tuesday, November 5</b>	<b>Election Day</b>
<b>Thursday, November 28</b>	<b>Thanksgiving Day</b>
<b>Friday, November 29</b>	<b>Day After Thanksgiving</b>
<b>Wednesday, December 25</b>	<b>Christmas Day</b>

There was no public comment.

N. ADOPTION OF 2002 BUILDING, ZONING, MISCELLANEOUS FEE SCHEDULE – Mr. Jack McIlhinny of Broad Street asked if consideration had been given to lowering the fee-in-lieu-of recreational land from \$1,500.00 per dwelling for minor subdivisions. Mr. Lippincott explained that the \$1,500.00 fee is an Ordinance requirement, and the Board would have to revise the Ordinance to reduce that fee. In the past, the staff compiled a survey of fees-in-lieu-of recreational land from surrounding municipalities, and it appears that our fee is average. Discussion took place.

Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to **adopt Resolution #2002-6, establishing a fee schedule for building, zoning, and miscellaneous items for the year 2002.** There was no public comment.

O. ADOPTION OF 2002 TAX RATES – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to **adopt Resolution #2002-7, establishing Tax Rates for the year 2002, as follows:**

<b>Real Estate</b>	<b>9 mills</b>
<b>Earned Income</b>	<b>¾%</b>
<b>Per Capita</b>	<b>\$10.00</b>
<b>Real Estate Transfer</b>	<b>½%</b>
<b>Amusement</b>	<b>10%</b>
<b>Fire Protection</b>	<b>3 mills</b>
<b>Occupational Privilege</b>	<b>\$5.00</b>
<b>Debt Service</b>	<b>6 mills</b>
<b>Fire Hydrant Tax</b>	<b>Special Assessment</b>
<b>Street Light Tax</b>	<b>Special Assessment</b>

There was no public comment.

P. ADOPTION OF DISPOSITION OF RECORDS RESOLUTION – Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to **adopt Resolution #2002-8, to dispose of all financial records for the year 1994, excluding quarterly payroll records and all pension records.** There was no public comment.

Q. ADOPTION OF FEES/ESCROWS FOR LAND DEVELOPMENT WAIVER REQUESTS - Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to **adopt Resolution #2002-9, to establish fees and escrows for Land Development Waiver Requests.** There was no public comment.

R. DESIGNATE VOTING DELEGATE AND CERTIFY OTHER DELEGATE'S ATTENDANCE AT ANNUAL PSATS CONVENTION (April 14-17, 2002) – Motion was made by Supervisor Bennington, seconded by Chairperson Bender, and carried unanimously to appoint Supervisor Betty P. Snyder as the voting delegate to the annual PSATS Convention in Hershey, Pennsylvania from April 14-17, 2002. There was no public comment.

Motion was made by Supervisor Bennington, seconded by Chairperson Bender, and carried unanimously to authorize the attendance of the following staff members at the annual PSATS Convention in Hershey, Pennsylvania from April 14-17, 2002 – Supervisor Betty P. Snyder, Director of Public Works Thomas A. Buzby, Township Treasurer Lorraine E. Leslie, and Township Secretary Lynda S. Seimes. There was no public comment.

S. APPOINTMENT OF HILLTOWN TOWNSHIP REPRESENTATIVE TO THE DUBLIN REGIONAL EMS BOARD OF DIRECTORS – Chairperson Bender explained that the newly created Dublin Regional EMS requested that the Board of Supervisors appoint a Hilltown resident to serve on their Board of Directors. He recommended that Ms. Barbara Salvadore of Red Wing Farm on Forest Road be appointed. Ms. Salvadore is a registered nurse who currently holds an executive position at the Lehigh Valley Medical Center.

Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Ms. Barbara Salvadore of Forest Road as the Hilltown Township representative to the Dublin Regional EMS Board of Directors. There was no public comment.

T. PUBLIC COMMENT:

1. Mr. Jack McIlhinny of Broad Street questioned the Township's policy for advertisement of Ordinances, meetings, etc., and asked which local newspaper those advertisements are placed in. Mr. Lippincott explained that the Second Class Township Code requires that "advertisements shall be published in one newspaper circulating generally in the Township." Mr. Lippincott noted that the proposed Budget has always been advertised in the News Herald, since it is not an Ordinance or an amendment to an Ordinance, and because there are certain advertising deadlines to meet. When Solicitor Grabowski advertises an Ordinance, he does so in the Daily Intelligencer. When meeting dates or public notices are advertised, the News Herald is used, primarily due to the cost. Advertising rates for the News Herald are considerably less expensive than the rates for the Daily Intelligencer. Discussion took place and the Supervisors tabled the issue for further consideration.



2. Mr. Jack McIlhinny understands that the Pennridge Area Coordinating Committee (PACC) is having an adoption of a plan schedule for January 31, 2002, and asked what affect it will have on the citizens of Hilltown Township. Supervisor Bennington replied that it would have no affect at all. The PACC is conducting a joint water study. The next phase will involve adoption of an Ordinance with regard to the water study by each individual participating municipality. Supervisor Bennington advised that the meeting would be held at the Upper Bucks campus of Bucks County Community College in Perkasio on Thursday, January 31, 2002 at 7:30PM, which is open to the public.

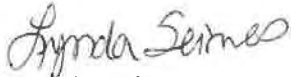
U. SUPERVISOR'S COMMENTS:

1. Supervisor Bennington commended the Public Works Department, noting that they did an exemplary job with snow removal last night and today, while the State roads maintained by PennDot once again remain in extremely poor condition.

2. Chairperson Bender appreciates the support he has gotten from Supervisors Bennington and Snyder, and asked the public to bear with him in his first attempt as Chairperson for 2002.

V. ADJOURNMENT: Upon motion by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously, the Hilltown Township Board of Supervisors Annual Reorganization Meeting was adjourned at 8:17PM.

Respectfully submitted,



Lynda Seimes  
Township Secretary

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