

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULARY SCHEDULED WORKSESSION MEETING
Monday, February 14, 2000
7:30PM**

The regularly scheduled worksession meeting of the Hilltown Township Board of Supervisors was called to order by Vice-Chairperson John S. Bender at 7:30PM and opened with the Pledge of Allegiance.

Also present were: E. Diane Parks, Supervisor
Bruce G. Horrocks, Township Manager
Gregory J. Lippincott, Asst. Manager/Zoning Officer
Thomas A. Buzby, Director of Public Works
Kerry L. Trauger, Chief of Police
David W. Taylor, Code Enforcement Officer

Supervisor Bender noted the regularly scheduled worksession meeting would be adjourned at 8:00PM to enter into a Public Hearing to consider an amendment to the Zoning Ordinance with respect to accessory uses.

A. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

B. APPROVAL OF MINUTES – Action on the minutes of the January 10, 2000 Joint Meeting – Supervisors and Planning Commission – Supervisor Parks noted the following correction to page one, Item A, which should state “Chairman Bennington explained that the Board of Supervisors has three priorities **for the Planning Commission** for the year 2000.”

Motion was made by Supervisor Parks, seconded by Supervisor Bender, and carried unanimously to approve the minutes of the January 10, 2000 Joint Meeting of the Supervisors and the Planning Commission, as corrected. There was no public comment.

Action on the minutes of the January 31, 2000 Supervisor’s Meeting – Motion was made by Supervisor Parks, seconded by Supervisor Bender, and carried unanimously to approve the minutes of the January 31, 2000 Supervisor’s Meeting, as written. There was no public comment.

Supervisor Bender noted that at the January 31, 2000 meeting, the minutes of the December 27, 1999 meeting were tabled until Chairman Bennington returns from medical leave.

C. APPROVAL OF CURRENT BILLING – Supervisor Bender presented the Bills List dated February 15, 2000, with General Fund payments in the amount of \$106,715.39, Debt Service Fund payments in the amount of \$53,456.59, State Highway Aid Fund

payments in the amount of \$3,744.98, and Escrow Fund payments in the amount of \$45,656.06; for a grand total of all payments in the amount of \$209,573.02.

Motion was made by Supervisor Parks, seconded by Supervisor Bender, and carried unanimously to approve the Bills List dated February 15, 2000. There was no public comment.

D. TREASURER'S REPORT – December 31, 1999 – Supervisor Bender presented the Treasurer's Report with the following balances as of December 31, 1999:

General Fund Checking	\$ 136,413.73
Payroll Checking	\$ 1,301.80
General Reserve Fund	\$ 675,247.68**
Fire Fund Checking	\$ 1,404.37
Debt Service Checking	\$ 60,769.41
State Highway Aid Checking	\$ 24,971.29
Escrow Fund Checking	\$ 240,506.52
Capital Projects Fund	\$ 133,258.70

**\$86,000.00 of the current balance represents 1999 Funds.

TREASURER'S REPORT – January 31, 2000 – Supervisor Bender presented the Treasurer's Report with the following balances as of January 31, 2000:

General Fund Checking	\$ 111,283.88
Payroll Checking	\$ 1,309.64
General Reserve Fund	\$ 506,091.22
Fire Fund Checking	\$ 3,355.55
Debt Service Checking	\$ 64,546.74
State Highway Aid Checking	\$ 25,102.52
Escrow Fund Checking	\$ 243,239.94
Capital Projects Fund	\$ 133,839.34

Motion was made by Supervisor Parks, seconded by Supervisor Bender, and carried unanimously to approve the Treasurer's Report December 31, 1999 and the Treasurer's Report dated January 31, 2000, subject to audit. There was no public comment.

E. WATER AND SEWER AUTHORITY REPORT – Mr. Jim Groff, Authority Manager – Mr. Groff presented the Authority Report for the month of January, 2000; a copy of which is on file at the Township office. Mr. Groff presented copies of the 1999 Hilltown Authority Annual Report.

Mr. Groff read the following prepared statement:

"For the past year, Hilltown Township participating with the Hilltown Authority, has worked on the Township's Act 537 Plan which was finally approved in December, 1999. The Act 537 Plan calls for the Hilltown Authority to construct a future sewage treatment facility as an alternative to the placement of multiple sewer plants by developers through the Township or the expansion of the Pennridge plant which would be cost prohibitive to existing Hilltown residents. The direction given to the Hilltown Authority by Hilltown Township was to locate the proposed facility in an Industrial or Commercial zoned district, and not in any Residential zoned district. With that in mind, the Authority began searching for potential locations in a non-residential area that were also in the Authority's service area. Approximately ten months ago, the Authority selected several parcels as potential sites as part of the Act 537 Plan preparation. A month ago, the Authority was contacted by the owners of a 2.5-acre parcel of land located on Highland Park Road indicating that they were interested in selling their land. The parcel contains a two-story farmhouse that has been converted into three rental apartments. The property is zoned Light Industrial so that the apartments are non-conforming under zoning regulations. The property is located directly behind A & T Chevrolet and north of the Quiet Acres retirement community. It is also adjacent to several parcels of land recently purchased by the Rockhill Mennonite Home Community. While the Authority has not been actively pursuing land acquisition, the timing of the offer by the property owners was too good to pass up. Thus, the Authority met with a real estate appraiser and representatives of the Township and then decided to purchase the property in the amount of \$220,000.00. The existing farmhouse is in excellent condition. The three rental units have been recently repainted, re-carpeted and are in move-in condition. The Authority has not yet made any decision on the use of the farmhouse. This land purchase does not accelerate our construction schedule. Ultimately, the land costs and the construction costs of the future facility will be paid completely by developers of approved projects located within the Development district. With approval of the Township's Act 537 Plan by the Pennsylvania Department of Environmental Protection anticipated, the Authority's engineers will begin designing the proposed treatment facility. Additionally, the Authority has, as of last week's public meeting, retained Joe Phillips of the architectural firm of Donovan and Associates to assist in the architectural design of the plant facility and the use of the farmhouse. The Authority intends to blend any new construction into a country farm motif so that it will look like a small farm estate when finished. We will begin holding community meetings with nearby residents to explain what the Authority would like to do with the property and to answer any questions. While the land purchase was probably a year in advance of the Authority's original schedule, it came at a time when the location was right and the price was right."

Supervisor Bender realizes the Authority is merely in the design phase for the plant facility and use of the farmhouse, however he wondered what the Authority board might

be considering for use of the farmhouse. Mr. Groff replied consideration was being given to renting the three apartments in the farmhouse or possibly even tearing the building down. Supervisor Bender suggested that consideration be given to moving the Authority office to the farmhouse unit on the newly purchased property, since the Township building is presently "bursting at the seams" with no additional record storage space available for the Administrative Department. There are several suggestions for the use of the existing Authority office space - the Tax Collector has also expressed a need for more office space; and another conference room would certainly be appreciated. Mr. Groff will take these suggestions to the Authority Board for consideration. Supervisor Bender felt it was a testimonial for the Authority to consider placing their office where the sewage treatment facility will be constructed. Discussion took place.

F. PUBLIC WORKS REPORT -- Mr. Thomas A. Buzby, Director of Public Works -- Mr. Buzby read the Public Works Reports for the periods of December 5, 1999 to January 1, 2000, and for the period of January 2, 2000 to January 29, 2000; both of which are on file at the Township office.

Mr. Buzby advised the new truck for the Public Works Department was received last week. Further, after the blizzard of 1996, the Township purchased a Trackless machine with mower and snow blower attachments. During the recent snows, the snow blower was used extensively, and residents seemed very pleased with the results.

Supervisor Parks suggested that photos be taken of the new truck and the snow blower equipment for the next Township Newsletter.

Supervisor Bender mentioned a "Thumbs Up" to the Hilltown Township Public Works Department that was in a recent issue of the Penny Power, and commended the department on a job well done during the recent snow falls.

Supervisor Bender referred to the intersection of Blooming Glen and Rickert Roads, where there were extremely high snow banks. Mr. Buzby explained that particular intersection catches the worst of the wind in both directions. The Public Works Department was able to bring the snow banks part way down with the backhoe, however the sight distance was still not satisfactory. That intersection was done again, as well as the intersection of Keystone Drive and Hilltown Pike, which continues to be a problem.

G. POLICE REPORT -- Mr. Kerry L. Trauger, Chief of Police -- Chief Trauger read the Police Reports for the months of December, 1999 and January, 2000; both of which are on file at the Township office.

Chief Trauger complimented the Public Works Department on a job well done.

Supervisor Parks noted that 10% of the police calls come from false alarms. Members of various fire departments, noting the inconvenience and the danger involved, also brought this issue to Supervisor Parks' attention. Supervisor Parks suggested that an awareness program be published in the Township newsletter, advising of the impact of false alarms on law enforcement and public safety. Discussion took place.

A request has been received from the Hilltown Fire Company to appoint Mr. Frank Givigliano to the Fire Police.

Motion was made by Supervisor Parks, seconded by Supervisor Bender, and carried unanimously to appoint Mr. Frank Givigliano to the Hilltown Fire Police, upon the recommendation of Chief Trauger. There was no public comment.

Chief Trauger noted there was one violation to the Cell Phone Ordinance on Rt. 309 last week. The officer stopped the motorist for a speeding violation and suspicion of drunk driving. The motorist was not inebriated, however he was talking on his cell phone at the time and was fined accordingly.

Supervisor Bender requested a status report on the possibility of re-instituting driver's education training in the Pennridge School District. Chief Trauger advised the curriculum committee determined that it was not warranted due to the results of various studies.

***8:00PM – PUBLIC HEARING** – Supervisor Bender adjourned the regular scheduled meeting of the Hilltown Township Board of Supervisors at 8:04PM in order to enter into a Public Hearing to consider the adoption of an Ordinance amending the Zoning Ordinance of 1995, as amended, with respect to accessory uses and accessory structures. Mr. Horrocks explained the Ordinance was advertised as required by the Municipalities Planning Code on January 19th and 26th, 2000 in the Intelligencer, and was filed with the Bucks County Law Library on December 22, 2000. Recommendations of approval have been received from the Bucks County Planning Commission and the Township Planning Commission. This proposed Ordinance deals only with the clarity of dimensional regulations for residential accessory structures vs. sheds. There was no public comment.

Motion was made by Supervisor Parks, seconded by Supervisor Bender, and carried unanimously to **adopt Ordinance #2000-1, amending the Hilltown Township Zoning Ordinance of 1995, as amended, with respect to accessory uses and accessory structures.** There was no public comment.

***8:10PM** – Supervisor Bender adjourned the public hearing and reconvened the regularly scheduled worksession meeting of the Hilltown Township Board of Supervisors.

H. ZONING REPORT – Mr. Gregory J. Lippincott, Zoning Officer – Mr. Lippincott read the Zoning Reports for the months of December, 1999 and January, 2000; both of which are on file at the Township office.

Mr. Lippincott noted that an all-day seminar titled "Walkable Communities" will be held on March 18, 2000 at the Upper Bucks County branch of Bucks County Community College. The Pennridge Area Coordinating Committee is sponsoring this seminar. Interested individuals should contact the Pennridge Chamber of Commerce.

Mr. Lippincott advised the map sent to Hilltown Township from the Census Bureau with regard to new construction was incorrect. Mr. Lippincott will update the map and provide the correct data to the Census Bureau. Discussion took place.

I. BUILDING REPORT – Mr. David W. Taylor, Building Inspector – Mr. Taylor read the Building Reports for the months of December, 1999 and January, 2000; both of which are on file at the Township office.

Mr. Taylor presented a memo addressing capacity of the auditorium at the Seylar Elementary School, which was a concern previously expressed to the Supervisors. Mr. Taylor explained that the auditorium is designed to accommodate 500 individuals. After speaking to school officials, Mr. Taylor does not believe there were 500 individuals in the auditorium on the evening in question. Mr. Taylor will review the Building Code and prepare a breakdown of aisle requirements for temporary seating to provide a guideline for school officials to use in the future.

J. HILLTOWN FIRE COMPANY REPORT – Mr. Bob Grunmeier, Chief – Mr. Grunmeier read the Hilltown Fire Company Report for the month of January, 2000; a copy of which is on file at the Township office.

Mr. Grunmeier noted the Hilltown Fire Company will be making application for 75% certified personnel to the State Fire Academy for voluntary certification recognition. This program recognizes fire departments throughout the Commonwealth who have a percentage of personnel certified to a national standard. In this case, it would be NFPA 1001, which is the professional qualification standard for fire fighters.

Mr. Grunmeier believes the Emergency Management plan should be complete for review by next month, when it will be submitted and kept on file at the Township building.

K. SILVERDALE FIRE COMPANY REPORT – Mr. Keith Seifert, Chief – Mr. Seifert read the Silverdale Fire Company Report for the month of January, 2000; a copy of which is on file at the Township office.

Mr. Seifert thanked the Public Works Department, the Hilltown Authority, and the Township residents because it was very evident that someone made an effort to shovel out hydrants to make them accessible to the fire department.

L. PLANNING COMMISSION REPORT – Mr. John Kachline, Chairman – Mr. Kachline read the Planning Commission Report for their February 2000 worksession meeting; a copy of which is on file at the Township office.

Mr. Kachline provided a status report of the first meeting of the Comprehensive Plan Task Force. Nine members were present at the meeting, and the Board of Supervisors intend to appoint three Township residents. A schedule was provided with a target adoption date of June or July of 2001. Mr. Guttenplan, the professional planner, using both his own data and the data provided by the Planning Commission, prepared the schedule and presentation. Supervisor Parks anticipates there will be a great deal of public input throughout the entire planning process. The next meeting of the Comprehensive Plan Task Force will take place on Wednesday, April 5, 2000.

M. PARK AND RECREATION REPORT – Mr. Nick Lupinacci, Chairman – Mr. Lupinacci read the Park and Recreation Report for the month of January, 2000.

Schedule of events for the year 2000 - Easter Egg Hunt will be held on Saturday, April 15, 2000; Arbor Day Tree Planting will take place on April 29, 2000; Adult Sand Volleyball League will run from Memorial Day through Labor Day; and Theater Camp will take place the week of July 10, 2000.

The Park and Recreation Board continues to work with the Pennridge Recreation Committee in a cooperative effort with recreational areas established this year and for years to come. Field use applicants attended the last Park and Recreation meeting and some schedules were submitted for both baseball and softball field use. The Pleasant Meadows Trail Committee and neighborhood meeting was held, with focus on location, construction, security, and maintenance.

Supervisors Bender and Parks both realized that they were missing information regarding field use procedures, processes, and fees. Therefore, the Supervisors directed Mr. Horrocks and Mr. Lippincott to prepare a package of pertinent field use fees/information and their recommendations for review and consideration. This information will be forwarded to the Park and Recreation Board for review, as well.

N. CONFIRMED APPOINTMENTS: None.

O. MANAGER'S REPORT- Mr. Bruce G. Horrocks, Township Manager –

1. Mr. Horrocks presented eight escrows for the Board's consideration, two of which are cash held by the Township:

Giant Foods	Voucher #06	\$ 880.24
Hilltown Hunt	Voucher #47	\$ 232.50
Hilltown Hunt	Voucher #48	\$ 396.33
Leonard Kunkin Assoc.	Voucher #07	\$ 203.64
Longleaf Estates	Voucher #36	\$ 411.26
Lynrose Estates	Voucher #04	\$ 4,178.40
Orchard Glen	Voucher #56	\$ 653.94
Quiet Acres	Voucher #32B	\$ 316.64

Motion was made by Supervisor Parks, seconded by Supervisor Bender, and carried unanimously to authorize release of the escrows as noted above. There was no public comment.

2. The Open Space Committee is recommending that the Board of Supervisors appoint Mr. Jeffrey Trauger and Ms. Donna DiMella, to the two vacancies on that committee.

Motion was made by Supervisor Parks, seconded by Supervisor Bender, and carried unanimously to appoint Mr. Jeffrey Trauger and Ms. Donna DiMella to the two vacancies on the Open Space Committee. There was no public comment.

3. Mr. Horrocks requested authorization to advertise a vacancy on the Board of Auditors. Since the Township has contracted with an outside firm to conduct the annual audit, the one remaining duty of the elected Board of Auditors is to meet the day after the Supervisor's Reorganization meeting to recommend the Treasurer's Bond Limit to the Board. The Supervisors authorized advertisement of the vacancy on the Board of Auditors.

P. CORRESPONDENCE – None.

Q. MYLARS FOR SIGNATURE: None.

R. PUBLIC COMMENT:

1. Mr. Jack Fox was happy to hear that the Hilltown Authority has procured a property that is zoned for industrial use for construction of a sewage treatment plant and congratulated them on their choice of property.

2. Mrs. Betty Snyder of Mill Road commented that a representative from the Zoning Hearing Board has not been appointed to the Comprehensive Plan Task Force. Mr. Horrocks believes the Zoning Hearing Board has since made a recommendation to appoint Mr. Rich Manfredi as the Zoning Hearing Board representative to the Comprehensive Plan Task Force.

3. Mrs. Maureen Theis of Florence Circle represents a girl's softball team who uses the Blooming Glen Park softball field. Mrs. Theis feels it is unfair that her organization will be charged the same amount for field use as those who use the regulation baseball field at the Civic Park. Supervisor Parks commented this is why the Supervisors will be reviewing the entire field use process, including fees. The Supervisors wish to insure that what is done is rational and realistic, yet viable to offset the maintenance costs involved.

S. SUPERVISOR'S COMMENTS:

1. Supervisor Parks thanked the Planning Commission for their activities with regard to the Comprehensive Plan. She believes Mr. Guttentplan's schedule for review is not unrealistic, however a great deal of things must fall into place for it to be successful. The sooner the Comprehensive Plan is in place, the better foundation Hilltown Township will have as a community.

2. Supervisor Bender advised that Chairperson Bennington intends to attend the February 28, 2000 meeting and is recovering nicely from heart surgery.

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

U. ADJOURNMENT: Upon motion by Supervisor Parks, seconded by Supervisor Bender, and carried unanimously, the February 14, 2000 Worksession Meeting of the Hilltown Township Board of Supervisors was adjourned at 8:43PM.

Respectfully submitted,


Lynda Seimes

Township Secretary

(*These minutes were transcribed from notes and tape recordings taken by Mr. Bruce G. Horrocks, Township Manager).