

**HILLTOWN TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING
Monday, January 5, 1998
7:30PM**

The 1998 Hilltown Township Reorganization Meeting began at 7:50PM and opened with the Pledge of Allegiance. Justice Robert Gaffney swore in new Township Supervisor, Mr. Charles Grasse, and returning Tax Collector, Mrs. Alice Kachline.

A. SELECTION OF TEMPORARY CHAIRPERSON: Motion was made by Supervisor Bennington, seconded by Supervisor Grasse and carried unanimously to appoint Supervisor William H. Bennett, Jr. as Temporary Chairperson.

~~B. SELECTION OF TEMPORARY SECRETARY: Motion was made by~~
Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Lynda Seimes as Temporary Secretary.

C. CALL TO ORDER: The Hilltown Township Board of Supervisors Reorganization Meeting of January 5, 1998 was called to order by Temporary Chairperson, William H. Bennett, Jr. at 7:53PM. Also in attendance were Supervisor Kenneth B. Bennington, Supervisor Charles Grasse, Mr. Bruce G. Horrocks, Township Manager, and Ms. Lynda Seimes, Township Secretary, to record and take minutes of this meeting.

D. OFFICER ELECTIONS: Nominations were made for the positions of Chairman and Vice-Chairman of the Board of Supervisors, Township Secretary, Township Treasurer, and Assistant Township Treasurer for 1998.

Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Supervisor William H. Bennett, Jr. as Chairperson of the Board of Supervisors for 1998.

Motion was made by Supervisor Grasse, seconded by Chairman Bennett, and carried unanimously to appoint Supervisor Kenneth B. Bennington as Vice-Chairperson of the Board of Supervisors for 1998.

Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Lynda Seimes as Township Secretary for 1998.

Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Bruce G. Horrocks as Township Treasurer for 1998.

Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Lorraine Leslie as Assistant Township Treasurer for 1998.

E. 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 Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Mr. Bruce G. Horrocks as Township Manager for 1998.

2. Chief of Police - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Mr. George C. Egly, Jr. as Chief of Police for 1998.

3. Director of Public Safety - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Mr. George C. Egly, Jr. as Director of Public Safety for 1998.

4. Director of Public Works - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Mr. Thomas A. Buzby as Director of Public Works for 1998.

5. Assistant Code Enforcement Officer - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Mr. Bruce G. Horrocks as Assistant Code Enforcement Officer for 1998.

6. Zoning Officer - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Mr. Gregory J. Lippincott as Zoning Officer for 1998.

7. Assistant Zoning Officer - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Mr. Bruce G. Horrocks as Assistant Zoning Officer for 1998.

8. Assistant Township Manager - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Mr. Gregory J. Lippincott as Assistant Township Manager for 1998.

G. PROFESSIONAL SERVICE APPOINTMENTS:

1. Township Solicitor - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Grabowski Associates as Township Solicitor for 1998.

2. Zoning Hearing Board Solicitor - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Mr. Jeffrey Trauger of Grim, Biehn, and Thatcher as Zoning Hearing Board Solicitor for 1998.

3. Township Engineer - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint C. Robert Wynn Associates as Township Engineer for 1998.

4. Township Certified Public Accountant - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Niessen, Dunlap and Pritchard as Township Certified Public Accountant for 1998.

5. Township Depository - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Union National Bank and Trust Company as Township Depository for 1998.

H. BOARD APPOINTMENTS:

1. Planning Commission - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to reappoint Mr. James Coyne to a five year term on the Planning Commission.

2. Zoning Hearing Board - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to reappoint Mr. Timothy Browning to a three year term on the Zoning Hearing Board.

3. Water and Sewer Authority - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to reappoint Mr. Frank Beck to a five year term on the Water and Sewer Authority.

4. Vacancy Board - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to reappoint Mr. Feryl Spaninger to a one year term on the Vacancy Board.

5. Emergency Management Coordinator - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to reappoint Mr. William Devlin to a one year term as Emergency Management Coordinator.

6. Assistant Emergency Management Coordinator - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to reappoint Mr. Robert Grunmeier, III to a one year term as Assistant Emergency Management Coordinator.

7. Agricultural Officer/Emergency Management - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to reappoint Mr. Kevin Bishop to a one year term as Agricultural Officer/Emergency Management.

Supervisor Bennington advised there are two board positions that will not be appointed this evening - a one year term on the Zoning Hearing Board and a five year term on the Park and Recreation Board.

I. RECOMMENDATION OF TREASURER'S BOND LIMIT - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to approve the Treasurer's Bond Limit of \$1.5 million dollars for 1998.

J. EMPLOYEE CONTRIBUTION TO PENSION FUND: Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to **adopt Resolution #98-1, resolving that Hilltown Township will not require any pension contributions from the Hilltown Township Police for the year 1998 and to adopt Resolution #98-2, resolving that Hilltown Township will not require any pension contributions from the Non-Uniform Employees for the year 1998.**

K. BOARD OF SUPERVISORS MEETING DATES FOR 1998 - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to **adopt Resolution #98-3 accepting Supervisors meeting dates for the year 1998 with meetings being held on the second and fourth Monday of each month (with one revision due to the Memorial Day holiday, the regularly scheduled meeting for May will be rescheduled for Tuesday, May 26, 1998).**

L. PLANNING COMMISSION MEETING DATES FOR 1998 - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to **adopt Resolution #98-4, accepting the Planning Commission meeting dates for the year 1998, including regular meetings (third Monday of each month) and worksession meetings (first Thursday of each month), with the change as noted.**

M. NON-UNIFORM HOLIDAYS FOR 1998 - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to **adopt Resolution #98-5 establishing the following holidays for 1998:**

Thursday, January 1	New Years Day
Friday, January 2	Floating Holiday
Friday, April 10	Good Friday
Tuesday, May 19	Primary Election Day
Friday, May 22	Friday before Memorial Day
Monday, May 25	Memorial Day
Friday, July 3	Independence Day
Monday, September 7	Labor Day
Tuesday, November 3	Election Day
Thursday, November 26	Thanksgiving Day
Friday, November 27	Day After Thanksgiving
Friday, December 25	Christmas Day

N. ADOPTION OF THE 1998 FEE SCHEDULE FOR BUILDING, ZONING AND MISCELLANEOUS FEES - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to **adopt Resolution #98-6, establishing a fee schedule for building, zoning and miscellaneous items for 1998.**

O. ADOPTION OF 1998 TAX RATES - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to **adopt Resolution #98-7, establishing Tax Rates for the 1998 year as follows:**

Real Estate	9 Mills
Earned Income	1/2 %
Per Capita	\$10.00
Real Estate Transfer	1/2 %
Amusement Tax	10 %
Fire Protection Tax	3 Mills
Occupation Priv. Tax	\$5.00
Debt Service	6 Mills
Fire Hydrant Tax	Special Assessment
Street Light Tax	Special Assessment

P. APPOINTMENT OF DELEGATE TO STATE CONVENTION - Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Mr. William H. Bennett, Jr. as the designated voting delegate from Hilltown Township to the Annual State Convention in Hershey Pennsylvania and to

authorize the attendance of Mr. Bruce Horrocks, as well as several other Township Employees, to the State Convention in Hershey, Penna. in April of 1998.

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

1. Mr. Horrocks presented a request from the Hilltown High School Class of 1953 for waiver of rental fees for use of the Scout Cabin on August 22, 1998.

Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to waive Scout Cabin rental fees for the Hilltown High School Class of 1953 for their 45th class reunion, pending receipt of a refundable security deposit.

2. The Zoning Officer is seeking authorization to direct the Township Solicitor's office to take further legal action concerning an outstanding zoning violation.

Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to authorize the Zoning Officer to take legal action against the outstanding zoning violation as noted above.

3. Mr. Horrocks requested Board's consideration of Resolution #98-8, which is to establish Berkheimer Associates as the collector for Earned Income Tax in Hilltown Township, and Resolution #98-9, to appoint Mr. Bruce G. Horrocks as the liaison between Hilltown Township and Berkheimer Associates for information requests.

Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to **adopt Resolution #98-8, establishing Berkheimer Associates as the collector of Earned Income Tax in Hilltown Township and to adopt Resolution #98-9, to appoint Mr. Bruce G. Horrocks as the liaison between Hilltown Township and Berkheimer Associates for information requests.**

4. Mr. Horrocks advised that Mr. Jeffrey Trauger, Zoning Hearing Board Solicitor, has a conflict with an upcoming Zoning Hearing for Blooming Glen Pork Products. Mr. Snyder, chairman of the Zoning Hearing Board, requested that Mr. Frank Buschman be appointed as Acting Zoning Hearing Board Solicitor for the Blooming Glen Pork Products Zoning Hearing.

Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to appoint Mr. Frank Buschman as Acting Zoning Hearing Board Solicitor for the Blooming Glen Pork Products Zoning Hearing.

5. Mr. Horrocks is seeking Board authorization to advertise for the vacancy on the Hilltown Township Park and Recreation Board.

Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to authorize the advertisement of the vacancy on the Hilltown Township Park and Recreation Board.

6. Mr. Horrocks is seeking Board authorization for C. Robert Wynn Associates to prepare a condition diagram for the Callowhill Road and Hilltown Pike intersection for the proposed traffic signal.

Motion was made by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously to authorize the Township Engineer's Office to prepare a condition diagram for the Callowhill Road and Hilltown Pike intersection for the proposed traffic signal.

7. Following the meeting, there are two linens for signature - Jay Landis Subdivision, and the Estate of Valentine Lee Subdivision.

R. PUBLIC COMMENT: None.

S. SUPERVISOR'S COMMENTS:

1. Supervisor Bennington welcomed Supervisor Grasse to the Board of Supervisors, stating that he feels Supervisor Grasse has the best interests of the Township at heart and believes he will do a fine job. Chairman Bennett concurred with those statements.

2. Mr. Horrocks announced that the Board of Supervisors, Township Manager, Township Solicitor, and Township Engineer will meet in Executive Session following this meeting in order to discuss legal and personnel matters.

3. Chairman Bennett is pleased to state that Hilltown Township is fiscally sound and is in the best financial situation in ten years. There will be no Township tax increase in 1998, and he hopes that will remain true for the next several years. Chairman Bennett explained that Township taxes are only approximately 5% of total taxes, with school taxes at approximately 79%.

Chairman Bennett thanked department heads, Bruce Horrocks, Chief Egly, and Tom Buzby for contributing to the sound financial position of the Township. Further, Chairman Bennett thanked all Township employees who are working for the betterment of Hilltown Township.

Chairman Bennett went on to thank all volunteer board/commission members for a job well done and thanked all the volunteer fire fighters from the seven companies who service Hilltown Township for their support. In closing, Chairman Bennett thanked members of the press for the reasonably objective job of reporting in 1997.

Chairman Bennett explained the Township's priorities for 1998 include controlled development, preservation of open space, additional park and recreation facilities, water resources, the future of sewer facilities, revisions to the Zoning Ordinance, consideration of increased traffic and crime, and cellular towers.

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

U. ADJOURNMENT - Upon motion by Supervisor Bennington, seconded by Supervisor Grasse, and carried unanimously, the January 5, 1998 Hilltown Township Board of Supervisors Reorganization Meeting was adjourned at 8:15PM.

Respectfully submitted,



Lynda Seimes
Township Secretary



HILLTOWN TOWNSHIP,
BUCKS COUNTY,
COMMONWEALTH OF PENNSYLVANIA

OATH OF OFFICE

I, Charles D. Grasse, do solemnly affirm that I will support, obey and defend the Constitution of the United States of America, and the Constitution of this Commonwealth, and that I will discharge the duties of the office of Supervisor with fidelity.

Charles D. Grasse

Witness

Sworn and subscribed before me
on the 5th day of January, 1998.

Hon. District Justice Robert E. Gaffney

COUNTY BOARD OF ELECTIONS
OF BUCKS COUNTY



DOYLESTOWN, PENNA.

Certificate of Election

We, the undersigned, members of the County Board of Elections of said county,
hereby certify that after tabulating the votes cast at the Municipal Election held on
the fourth day of November 1997

Charles Grasse

was duly elected to the office of
SUPERVISOR - 6 YR

for

HILLTOWN TWP

Attest:

Debra K. Dean

Clerk

Chas. V. Monte
Michael Tolpeltch
Jordan A. Miller
County Board of Elections



HILLTOWN TOWNSHIP,
BUCKS COUNTY,
COMMONWEALTH OF PENNSYLVANIA

OATH OF OFFICE

I, Alice E. Kachline, do solemnly affirm that I will support, obey and defend the Constitution of the United States of America, and the Constitution of this Commonwealth, and that I will discharge the duties of the office of Tax Collector with fidelity.

Alice E. Kachline

Witness

Sworn and subscribed before me
on the 5th day of January, 1998.

Hon. District Justice Robert E. Gaffney

COUNTY BOARD OF ELECTIONS
OF BUCKS COUNTY



DOYLESTOWN, PENNA.

Certificate of Election

We, the undersigned, members of the County Board of Elections of said county,
hereby certify that after tabulating the votes cast at the Municipal Election held on
the fourth day of November 1997

Alice E Kachline

was duly elected to the office of
TAX COLLECTOR - 4 YR

for

HILLTOWN TWP

Attest:

Deema K. Dean

Clerk

Chas H. Martin
Michael Orsattini
Sandra A. Keller
County Board of Elections