

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULARLY SCHEDULED PUBLIC MEETING
Monday, January 23, 1995
7:30 P.M.**

The regularly scheduled public meeting of the Hilltown Township Board of Supervisors was called to order by Chairman William H. Bennett, Jr. at 7:30PM and opened with the Pledge of Allegiance.

Also present were: Kenneth B. Bennington, Vice-Chairman
Jack C. Fox, Supervisor
Bruce G. Horrocks, Township Manager
Francis X. Grabowski, Township Solicitor
C. Robert Wynn, Township Engineer
George C. Egly, Chief of Police
Lynda S. Seimes, Township Secretary

A. APPROVAL OF MINUTES:

Action on the Minutes of the October 24, 1994 Supervisors Meeting:
Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to approve the minutes of the October 24, 1994 Supervisors meeting, as written.

Action on the Minutes of the December 12, 1994 Worksession Meeting:
Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to approve the minutes of the December 12, 1994 Worksession Meeting, as written.

Action on the Minutes of the December 27, 1994 Supervisors Meeting:
Supervisor Fox noted the following correction:

- page 12, second paragraph, beginning with the words "First three false alarms", the word "**including**" should be deleted and the word "**excluding**" should be inserted.

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to approve the minutes of the December 27, 1994 Supervisors Meeting, as corrected.

Action on the Minutes of the January 3, 1995 Reorganization Meeting: Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to approve the minutes of the January 3, 1995 Reorganization Meeting, as written.

B. APPROVAL OF CURRENT BILLING: Chairman Bennett presented the Bills List, dated January 24, 1995, with General Fund payments in the amount of \$95,171.22, State Highway Aid payments in the amount of \$2,775.21, and Escrow Fund payments in the amount of \$8,556.98, for a grand total of all funds of \$106,503.41.

Supervisor Fox questioned the bill from New Britain Township on page seven in the amount of \$474.29. Mr. Horrocks advised that payment is the Township's third of the annual cost for maintenance

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of the shared traffic signal at Stump Road.

Chairman Bennett questioned the bill for Bergey's Tire and Auto Service on page 9 in the amount of \$869.00. Mr. Horrocks believes that payment was for the repair of the John Deere backhoe, however he will verify that.

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to approve the Bills List, dated January 24, 1995, subject to audit.

C. TREASURER'S REPORT - Mr. Bruce G. Horrocks, Township Manager - Mr. Horrocks presented the Treasurer's Report with the following balances as of January 20, 1995:

General Fund Checking Account	\$	152,971.98
Payroll Checking Account	\$	231.14
Fire Fund Checking Account	\$	44,853.06
Debt Service Investment Checking Account	\$	38,595.10
State Highway Aid Checking Account	\$	24,492.73
Escrow Fund Checking Account	\$	144,958.18

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to approve the Treasurer's Report, dated January 20, 1995, subject to audit.

D. RESIDENT'S COMMENTS ON CONFIRMED APPOINTMENTS ONLY: None.

E. CONFIRMED APPOINTMENTS: None.

F. MANAGER'S REPORT - Mr. Bruce G. Horrocks:

1. Mr. Horrocks requested authorization to advertise for an Ordinance establishing regulations for the discharge of firearms, permitting hunting under the applicable laws of the Commonwealth, to assign an enforcement officer, and to define penalties for violation thereof.

Chairman Bennett questioned the regulations for target shooting, asking if a mound or some sort of a build-up is required behind the target. Mr. Horrocks advised the proposed Ordinance addresses this matter, stating that target shooting shall take place in an area in which the discharge of such firearms does not constitute a danger to persons or property.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to authorize the advertisement of the proposed Firearm Ordinance for possible adoption by the Board of Supervisors.

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2. Mr. Horrocks presented nine Escrow Releases for the Board's approval this evening, three of which are cash held by the Township:

Blooming Glen Mennonite Church	Voucher #02	\$ 147.98
Brickajlik (Quarry Road)	Voucher #01	\$ 114.48
Country Roads Phase I	Voucher #35	\$ 452.91
Deerfield	Voucher #6A	\$ 321.13
Derstine Land Development	Voucher #01	\$ 348.71
Santos Subdivision	Voucher #01	\$ 29.68
Sterling Knoll Phase II	Voucher #2A	\$ 187.70
Telvil Corporation	Voucher #17	\$ 529.51
WAWA, Inc. Land Development	Voucher #02	\$ 212.13

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to authorize the release of the Escrows as listed above.

3. At their meeting last week, the Park and Recreation Board recommended that Mr. William Trimbey be appointed to fill the remaining one year term on the Park and Recreation Board, due to the resignation of Ms. Sue Kell.

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to appoint Mr. William Trimbey to the vacancy on the Park and Recreation Board for the remaining one year term.

Supervisor Bennington thanked Ms. Sue Kell for the five years she spent as a member of the Park and Recreation Board. The Board was in agreement.

4. Mr. Horrocks presented Resolution #95-12, to accept County Aid for a total of \$2,088.00 for pothole repair.

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to **adopt Resolution #95-12 to accept 100% of the County Aid Liquid Fuel Funds, in the amount of \$2,088.00 for pothole repair.**

5. Mr. Horrocks presented a proposal from a I.T.S. Office Systems, Inc. to replace the copier in the Administrative office. The copier is five years old, has produced 500,000 copies, and has become very difficult and costly to maintain. Upon investigation of the most cost effective way to replace the copier, Mr. Horrocks discovered that I.T.S. Office Systems will lease a copier. This firm has provided copiers for Niessen, Dunlap and Pritchard, who has been very satisfied with the service. To lease a copier would cost the Township, on a per copy basis, \$.028, which would be a monthly increase of \$35.00 for five years. At present, the Town-

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ship is spending \$.0255 per copy. Also by leasing a copier, the Township would not have to pay for parts, labor, travel time, repair, toner, or disbursement. The only cost to the Township would be for paper, which we purchasing at present. It would be Mr. Horrocks' recommendation to enter into an agreement with I.T.S. Office Systems, Inc. for the lease of a copier, at the cost of an additional \$35.00 per month.

Supervisor Bennington asked if there is any additional cost for excess copies. Mr. Horrocks replied the cost for excess copies goes down to \$.013 if copies go over our annual estimated copies. Supervisor Fox asked if any other companies have been contacted for quotes. Mr. Horrocks has received a quoted price to purchase the same type of copier, a Minolta, at a cost of \$11,682.00, which includes removal of the present copier. There would be a one year warranty on the purchased copier, and after that time, a service contract would have to be purchased.

Chairman Bennett was in favor of the lease proposal. Supervisor Fox felt two more phone quotes from various firms should be obtained before entering into a contract with I.T.S. Office Systems, Inc..

6. Mr. Horrocks presented a proposal from a company that has been awarded the State contract for telephone systems. One year ago, the Township went out on bid for a new telephone system, however that bid was not awarded. Since the bid was not awarded, the amount of telephone lines were cut significantly from 58 to 31 lines. Mr. Horrocks spoke to Mr. Jim Rutherford of Bucks County Communications who has purchased and installed the type of phone system being proposed tonight. The phone system has been installed in numerous County locations, including District Justice offices throughout Bucks County. Mr. Rutherford highly recommends this type of telephone system, which is very simple yet provides the technology necessary for smooth office operations.

When the Township removed the 27 lines last year, two phone technicians spent approximately two days going through the intelligence of the Centrex lines in an attempt to refine and modify the lines. The two switchboards were physically moved to desks where there is a full-time employee physically present. Since that time, the Township has reduced the monthly charges for telephone service from \$1,008.00 per month to \$602.00 per month. Still, Mr. Horrocks is convinced that the present phone system is not functioning properly for residents and for the employees of Hilltown Township. Calls are continually "lost", busy signals are experienced at extensions where someone is physically sitting at the desk, and there are problems with transferring, to name a few problems currently experienced. The telephone system Mr. Horrocks is proposing would cost \$21,959.00, which is actually less money

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for the exact same system which was quoted to the Township in 1994. The quote received in 1994 was approximately \$25,000.00. Mr. Horrocks recommends the Township purchase this phone system for \$21,959.00, with the funds coming from the 1989 Bond Improvement Fund. There is still \$28,000.00 remaining in this fund which is unallocated after all possible park and recreation expenditures that have been approved to date.

Supervisor Fox was not in favor of purchasing the new phone system since it was not specified in the 1995 General Fund Budget approved at the beginning of this month. It does not make a difference, as far as Supervisor Fox is concerned, whether or not funds are available in the 1989 Bond Issue. Chairman Bennett commented the budget that was recently approved was an operating budget, which is different than the capital budget where Mr. Horrocks has proposed the funds would come from. Further, Chairman Bennett believes there is a time limit in which to use the funds in the 1989 Bond. Mr. Horrocks stated there is still \$85,000.00 remaining in the 1989 Bond Issue, and the Supervisors have approved and budgeted capital expenditures out of that \$85,000.00 in the amount of \$33,000.00. That would leave a remaining balance of \$52,000.00 which is unbudgeted. Supervisor Bennington believes the point Supervisor Fox is trying to make is that the remaining funds in the 1989 Bond are earmarked for park and recreation. If those funds are spent, Supervisor Bennington commented there is no other incoming park and recreation monies. Mr. Horrocks explained out of the \$85,000.00 balance in the Bond, the Supervisors have authorized an additional \$33,000.00 to be spent on park and recreation. Supervisor Bennington understands that, however he feels that if the \$21,959.00 for the phones is spent from the Bond, there will not be any additional monies coming in for the park and recreation fund. If \$21,959.00 is spent for the phone system, that will mean there is that much less to be spent for park and recreation. Supervisor Bennington agreed with Supervisor Fox, stating that the proposal for a new telephone system should have been in the 1995 Budget for the Board's discussion and approval. Mr. Horrocks advised he was unaware, during budget preparation, that this company was awarded the State contract.

Personally, Chairman Bennett feels the present telephone system is totally inadequate. He has received many complaints from residents over the last six months. Chairman Bennett is in favor of doing anything we can to improve the Township's phone system and he does not feel \$21,000.00 is too much money for a system that will pay for itself in approximately 4 years. Supervisor Fox again commented that a new telephone system was not in the 1995 General Fund Budget, and he would not be in favor of spending those funds. Supervisor Bennington asked for more information concerning this proposal, and Mr. Horrocks agreed to supply more information at the next worksession meeting.

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G. CORRESPONDENCE - Mr. Bruce G. Horrocks, Township Manager -

1. Chief Egly received correspondence from a Township resident thanking two officers for their response to a robbery. Copies of this letter will be placed in the officer's personnel files.

2. The Township has made a re-payment to the Commonwealth of Pennsylvania in the amount of approximately \$21,000.00, which came from the Pennsylvania Municipal Retirement System from the pension. These funds were overpayments from the State over a number of years for the non-uniformed pension only. After the last audit, these funds came from the pension plan back to the Township General Fund, and will be forwarded to the Commonwealth of Pennsylvania tomorrow.

3. As of December 31, 1994, there are 145 dogs remaining at Bunny's Animal Shelter.

4. Correspondence has been received from Berkheimer Associates, advising they have completed another foot survey of the Township, which is done on an annual basis.

5. A letter has been received from Suburban Cable Television concerning the rate increase for basic cable. In 1994, Mr. Horrocks explained, Hilltown Township had the availability to become involved in the benchmark of the F.C.C.'s regulations. Hilltown Township, as did most surrounding municipalities, chose not to participate.

6. Correspondence was received today from Mr. Dennis Schlosser of Calvary Church, requesting that the Board of Supervisors reconsider some of the zoning changes in the new proposed Zoning Ordinance, because it will directly affect their property and/or properties currently under agreement of sale. Mr. Wynn noted one of the points Mr. Schlosser made in his letter was incorrect concerning the rear of the Anders Carpet property. Mr. Wynn advised the new Zoning Ordinance will re-zone the property Calvary Church is purchasing to what they want it zoned, not the other way around, as it is stated in Mr. Schlosser's letter. There is a section of property they are purchasing that is proposed to be re-zoned Industrial, which has not been discussed and which the Board may wish to consider.

Another issue with Calvary Church is the impervious surface. By changing the zoning from Rural Residential to Country Residential II, Mr. Wynn explained the impervious surface ratio in CR-II is the same as the impervious surface ratio was in the old Ordinance for Country Residential. For some reason it is 30% vs. 35% in the Rural Residential District, but Mr. Wynn does not know why it

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would be higher in a more rural district. This impacts Calvary Church quite a bit and is an issue the Planning Commission may wish to address.

7. Minutes from the Reorganization meetings of the Board of Auditors for January, 1994 and January, 1995 have been received. The Auditors recommend that the Treasurer's Bond limit be raised from \$750,000.00 to \$800,000.00 for the year. In speaking with Niessen, Dunlap and Pritchard today, Mr. Horrocks found that for a two week period, the Township was up to \$811,000.00, which is why the Board of Auditors feels the Bond limit should be raised. Usually the average balance in the General Fund and all other funds ranges somewhere between \$400,000.00 and \$600,000.00. Niessen, Dunlap, and Pritchard advised if the Bond limit increase is a nominal cost, it would not hurt to raise the Bond limit, however if the cost is \$200.00 or more, they would not recommend raising the Bond limit. Chairman Bennett would not be in favor of any additional insurance, and the Board was in agreement.

H. SOLICITOR'S REPORT - Mr. Francis X. Grabowski, Township Solicitor -

1. Solicitor Grabowski advised the Miketta Subdivision is a minor subdivision located at Chalfont Road and Rt. 152. A Declaration of Easement has been offered to the Township under subdivision requirements. In order to adopt the Resolution to accept the Declaration of Easement, the Board would be enacting Resolution #95-13.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to **adopt Resolution #95-13, accepting the Declaration of Easement for the Miketta Subdivision.**

2. The Quiet Acres Land Development project is located on Orchard Road and Pheasant Hill Road. The expansion of the mobile home park required land development agreements and a financial security agreement, as well as a dedication of easement of road frontage to the Township. The agreements have been executed by the applicant, Quiet Acres, Inc. and Harleysville National Bank and Trust Company. Harleysville National Bank has issued their irrevocable letter of credit.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to authorize the execution of the land development agreement, the financial security agreement, and to **adopt and enact Resolution #95-14, accepting the Declaration of Easement of road frontage for the Quiet Acres Land Development.**

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I. PLANNING - Mr. C. Robert Wynn, Township Engineer -

1. Phinney Subdivision - Mr. Wynn explained the Phinney Subdivision consists of three lots and is located on Bypass Road. It is on the agenda to discuss the requirement of a community water system for a major subdivision wherein the lots are less than 5 acres. The applicant, through his attorney, has indicated that they do not believe there is a requirement to request a waiver because they feel the Subdivision/Land Development Ordinance only requires a centralized water system if this Board mandates it. The Planning Commission is of the opinion that Ordinance #87-3 requires a community water system if it is not waived by the Board of Supervisors. A determination as to whether or not a centralized water system is required is at the discretion of the Supervisors. For that reason, the Planning Commission recommended that the Board of Supervisors do not agree to a waiver of the centralized water system, and in fact require that a centralized water system be installed pursuant to Ordinance #87-3. Mr. Wynn noted the reason this issue is before the Board now is because the water study that was conducted was done without prior approval by the Township regarding monitoring of wells. The water study will be re-done. The water system study and the plans before the Township both currently assume individual on-lot wells.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to deny the waiver request of the Phinney Subdivision for individual wells, and require that the centralized water system be installed as required by Ordinance #87-3; and that the water study be re-done due to unacceptable monitoring practices during the initial study.

2. Musselman Tract Subdivision (Prel.) - The Musselman Tract Subdivision is located on Mill Road and consists of 21 acres. Mr. Wynn directed the Board's attention to sheet 2 of the plan which shows the ultimate development of the tract. The plan proposes a loop roadway system with a cul-de-sac for future extension into undeveloped adjoining properties, and will ultimately be re-subdivided into several lots, all conforming to the 50,000 sq. ft. requirement. This conceptual plan of subdivision is contingent upon approval by the Board of Health for percolation on the site. The applicant has added soil to various locations and will wait four years before re-testing for percolation to allow this subdivision to proceed. The preliminary plan proposes five lots with future re-subdivision of Lots #3, #4, and #5, an internal roadway system, public water by the North Penn Water Authority, and on-lot sewage facilities. Improvements include buffering, installation of street trees, public water lines which will be constructed in the right-of-way, and a dual retention basin system utilizing the pond and a new basin.

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The Planning Commission recommended approval subject to a number of items contained in the January 10, 1995 engineering review letter. The outstanding items include many outside agency approvals such as the North Penn Water Authority, the Bucks County Board of Health, DER, and the Bucks County Conservation District. The plan also proposes installation of two additional street lights at intersections. The streets proposed in the development are identical in design to the streets in the Hawk Ridge development at 26 ft. wide, paved with grass shoulders. Streets names proposed are Pasquale Lane and Jessica Lane.

One item the Planning Commission left unresolved deals with a strip of land adjoining Road "A". This land is proposed to be part of Lot #3, effectively controlling access to proposed Road "A" from the adjoining property. Mr. Wynn recommends, however that the strip of land be included as part of the right-of-way or excess lands to be donated to Hilltown Township, rather than having the strip of land remain between Lot #3 and the roadway. The applicant does not wish to include that strip as part of the right-of-way or donate them to Hilltown Township, and wants that strip to remain as part of Lot #3. Supervisor Fox noted the Planning Commission did not formally vote on this issue, however it was their feeling that it should remain as part of Lot #3 because if it did not, it would have to be maintained by the Township. The Planning Commission asked for an easement of 50 ft. in that area in the event the land to the east is ever developed. Mr. Wynn reminded the Board that the open land to the rear could not be subdivided in the future without Zoning Hearing Board approval because it has no frontage.

The preliminary plan approval recommendation by the Planning Commission included provision for installation of the two street lights, as well as completion of all engineering/drafting details, in accordance with Township standards. The Board may also wish to include resolution of this strip of land along proposed Road "A" in the preliminary plan approval. The applicant requested waiver of installation of curbing and sidewalk, and the Planning Commission recommended waiver of those improvements to be consistent with the development located across the street. The applicant has agreed to resurface Mill Road from its intersection with Keystone Drive through the project to the other side of Rosie Lane.

Supervisor Bennington feels that Lot #3 should maintain the strip of ground in question, and the Board agreed.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to accept the preliminary plan of the Musselman Tract Subdivision, with the condition of completion of all outstanding items contained in the engineering review letter,

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dated January 10, 1995, completion of all outstanding engineering/drafting details acceptable to the Township, and allowing Lot #3 to retain the strip of land adjacent to proposed Road "A".

3. Skyview Medical Center (Preliminary) - There has been no activity by the applicant, however Mr. Wynn understands they intend to provide an extension to the Township. Mr. Wynn suggested the plan be tabled since there is time to act on it at the first meeting in February if necessary. The Board was in agreement to table this plan.

J. ENGINEERING - Mr. C. Robert Wynn, Township Engineer -

1. Deerfield Subdivision - The Township is still holding approximately \$7,000.00 in cash escrow for this development. There are ten trees remaining which must be inspected since being planted in the fall and there was a minor problem with a pump drain line. While there has been communication with the developer and his attorney, Mr. Wynn noted there was no resolution regarding the reduction of escrow. Mr. Wynn suggested that \$4,000.00 be withheld, with the balance released to the developer. Mr. Wynn received correspondence from Mr. Ed Mullin, attorney for Mr. Hassan, who indicates there are ten trees left to be checked or replanted if necessary, at a cost of \$125.00 each, and a broken pipe, with an estimated repair cost of \$500.00. Mr. Mullin agreed that \$4,000.00 is a safe figure for the Township to hold, and would appreciate a reduction in the escrow to that total.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to reduce the escrow for the Deerfield Subdivision from \$7,695.00 to \$4,000.00 until spring, as a guarantee that the trees which were replaced in the fall survived and for a minor drainage item.

2. Schade Tract Subdivision (Prel.) - Mr. Wynn noted this development is located at the corner of Rickert Road and Green Street, which has certain improvements that have been secured by a Letter of Credit, first by Union National Bank and more recently by Meridian Bank. The improvements, consisting of roadway improvements along Rickert Road, drainage improvements, and tree plantings, were originally required to be completed by December 31, 1991. There have been annual extensions ever since that time, with the most recent extension, via a Letter of Credit expiring on January 30, 1995. Mr. Wynn received correspondence from Marilyn Schade, dated December 29, 1994, indicating that she will be requesting a reduction in the Letter of Credit to \$11,500.00 and advising that certain items were completed. That letter also noted that the owners of Lots #1 and #2 will be contacting the Township in order to establish a Letter of Credit for work that is not

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complete on those two lots. Mr. Wynn conducted a site inspection, finding that a number of issues represented as "accomplished" actually were not accomplished, including landscaping on certain lots, location of iron pins, roadway grading, etc.. Mr. Wynn sent a letter to both the Township Manager and Township Solicitor, copying Mr. and Mrs. Schade, referencing the incomplete items, and advising that if the current Letter of Credit is not extended by January 24, 1995, it would be Mr. Wynn's recommendation to default the Letter of Credit.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to find the Schade Tract Subdivision in default unless a Letter of Credit is received by January 24, 1995.

K. LINENS FOR SIGNATURE:

1. Miller Subdivision
2. Country Roads, Phase II

L. RESIDENT'S COMMENTS: None.

M. SUPERVISOR'S COMMENTS:


1. Supervisor Fox wished to make the following correction to the November 14, 1994 Worksession meeting minutes:

- page 2, third paragraph, last sentence, should read "Hilltown Township Police Pension Plan findings for the audit year ending December 31, 1993 - Finding No. 1: A prior audit finding disclosed that the municipality failed to comply with Act 205 requirements regarding payment of the 1987 through 1989 minimum municipal obligations to the pension plan because Township officials erroneously believed that transferring the amount of the calculated MMO from plan assets held at the Township to the plan's PMRS account satisfied the Township's obligation."

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

O. ADJOURNMENT: Upon motion by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously, the January 23, 1995 Board of Supervisors Meeting was adjourned at 8:55PM.

Respectfully submitted,


Lynda Seimes
Township Secretary

C. ROBERT WYNN ASSOCIATES, INC.

Consulting Engineering
211 West Broad Street
Quakertown, PA 18951

(215) 536-7347
(215) 536-7336

Memo to: Hilltown Township
From: C. Robert Wynn Associates, Inc.
Subject: Escrow Release Summary
Date: January 20, 1995

1. Blooming Glen Mennonite Church - Authorization Voucher No. 2, dated January 8, 1995, payable to C. Robert Wynn Associates, Inc., in the amount of \$147.98, for construction observation/escrow administration for the period from 10/1/94 thru 12/31/94.
- * 2. Brickajlik (Quarry Road) - Authorization Voucher No. 1, dated January 20, 1994, payable to C. Robert Wynn Associates, Inc., in the amount of \$114.48, for construction observation/escrow administration for the period from 8/1/94 thru 12/31/94.
3. Country Roads Phase I - Authorization Voucher No. 35, dated January 8, 1995, payable to C. Robert Wynn Associates, Inc., in the amount of \$452.91, for construction observation/escrow administration for the period from 10/1/94 thru 12/31/94.
- * 4. Deerfield - Authorization Voucher No. 6A, dated January 8, 1995, payable to C. Robert Wynn Associates, Inc., in the amount of \$321.13, for construction observation/escrow administration for the period from 11/1/94 thru 12/31/94.
5. Derstine Land Development - Authorization Voucher No. 1, dated January 8, 1995, payable to C. Robert Wynn Associates, Inc., in the amount of \$348.71, for construction observation/escrow administration for the period from 10/14/94 thru 12/31/94.
6. Santos Subdivision - Authorization Voucher No. 1, dated December 4, 1994, payable to C. Robert Wynn Associates, Inc., in the amount of \$29.68 for construction observation/escrow administration for the period from 11/1/94 thru 11/30/94.
7. Sterling Knoll Phase II - Authorization Voucher No. 2A, dated January 20, 1995, payable to C. Robert Wynn Associates, Inc., in the amount \$187.70, for construction observation/escrow administration for the period from 5/1/94 thru 12/31/94.
8. Telvil Corporation - Authorization Voucher No. 17, dated January 8, 1995, payable to C. Robert Wynn Associates, Inc., in the amount of \$529.51, for construction observation/escrow administration for the period from 11/1/94 thru 12/31/94.
- * 9. WAWA, Inc. Land Development - Authorization Voucher No. 2, dated January 8, 1995, payable to C. Robert Wynn Associates, Inc., in the amount of \$212.13, for construction observation/escrow administration for the period from 11/1/94 thru 12/31/94.