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**HILLTOWN TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING
January 2, 1990**

Prior to the beginning of this meeting, Judge J. Robert Hunsicker, administered the Oath of Office to Auditor, Joan E. Ferry; Tax Collector, Florence M. Simons; and newly elected Supervisor, Kenneth B. Bennington.

Mr. Bennington thanked his family and supporters, and in particular, Mr. Jack Fox, in addition to the voters of the township. He further stated that his goals include streamlining the township administration in 1990, including the hiring of a township zoning officer and building inspector and a custodian to care for the new township building; the township building will now be open 8:30 A.M. to 5:00 P.M. for the resident's convenience. Mr. Bennington stressed that all telephone calls will be returned and questions will be answered. He asked that the Park & Recreation Board begin planning for park and recreation areas in the township, including the construction of tennis courts and that a design be implemented for the Civic Association field. Further comments made by Mr. Bennington included a need for long range planning and a plan for recycling; the need for open communication between all township boards and authorities and that meetings be held quarterly in order to express their ideas; further, that a meeting be held in January with the Chairmen of the various boards and authorities; and that he still supports the need for five supervisors and stressed that residents consider this option. Mr. Bennington stated his belief in industrial growth; also the need to protect the environment and resources of the township. In closing, Mr. Bennington stressed that he will make no decisions on any issue until resident's input is received.

A. SELECTION OF TEMPORARY CHAIRPERSON: Motion was made by Mr. Bennington to nominate William H. Bennett, Jr. as Temporary Chairperson; motion seconded by Mrs. Kelly.

B. CALL TO ORDER: The Hilltown Township Board of Supervisors' Reorganization Meeting of January 2, 1990 was called to order by Temporary Chairman, William H. Bennett, Jr. In attendance in addition to Supervisors Bennett and Bennington, were Supervisor Betty J. Kelly; Township Manager, James H. Singley; and Township Secretary, Gloria G. Neiman.

C. SELECTION OF TEMPORARY SECRETARY: Motion was made by Mr. Bennington to nominate Gloria Neiman as Temporary Secretary; motion was seconded by Mrs. Kelly and carried unanimously.

D. NOMINATIONS: Nominations were made for Chairperson and Vice Chairperson of the Board of Supervisors: Motion was made by Mrs. Kelly to nominate William H. Bennett, Jr. as Chairman; motion seconded by Mr. Bennington and carried unanimously. Motion was made by Mr. Bennett to nominate Kenneth Bennington as Vice-Chairman; motion seconded by Mr. Bennington; Mrs. Kelly abstained from voting; motion carried 2:0. Chairman Bennett stated that public comment would be allowed at this meeting and future meetings; and that a platform will be installed for the convenience of those residents who wish to address the Supervisors.

E. PERSONNEL APPOINTMENTS: The following motions were made by the Supervisors for the positions stated:

1) Township Manager/Treasurer: Motion was made Mrs. Kelly to nominate James H. Singley as Township Manager/Treasurer; motion seconded by Mr. Bennington and carried unanimously. Mr. Singley's salary will be \$45,420.00.

2) Township Secretary: Motion was made by Mrs. Kelly to nominate Gloria Neiman as Township Secretary; motion seconded by Mr. Bennington and carried unanimously. Mr. Bennett stated that Mrs. Neiman's salary will be \$22,000/yr. and that the township office hours have now been extended to a 37½ hour week -- hours of township building will be 8:30 A.M. to 5:00 P.M.

3) Chief of Police/Director: Motion was made by Mrs. Kelly to nominate George C. Egly, Jr. as Chief of Police/Director; motion seconded by Mr. Bennington and carried unanimously. Mr. Bennett stated that Chief Egly's salary will be \$42,000/yr. and that his title has been modified to include "Director" of Police as well as Police Chief.

4) Director of Public Works/Roadmaster: Mr. Bennett stated that title of this position has also been modified to include "Director" of Public Works/Roadmaster, and that the department will be known as the "Public Works Department". Motion was made by Mrs. Kelly to nominate Thomas Buzby as Director of Public Works/Roadmaster; motion seconded by Mr. Bennington and carried unanimously. Mr. Buzby's salary will be \$36,060/yr.

F. BOARD OF AUDITORS: Chairman Bennett recognized the Board of Auditors: Joan E. Ferry and Patricia Garland. There being a vacancy on the Board due to Mr. Francis moving out of the township, Mr. Bennett asked for nominations to fill that vacancy. Motion was made by Mrs. Kelly to nominate Mr. Kenneth Lannan as a township auditor; motion seconded by Mr. Bennington and carried unanimously

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G. ESTABLISHMENT OF TAX RATES: Resolution #89-57 was adopted by the Board of Supervisors at their December 26, 1989 meeting. The following tax rates were established for 1990:

Real Estate.....	5 mills
Earned Income Tax.....	1/2%
Per Capita.....	\$10.00
Real Estate Transfer Tax.....	1/2%
Amusement Tax.....	10%
Fire Protection Tax.....	3 mills
Occupational Privilege Tax.....	\$5.00
Fire Hydrant Tax.....	1 mill
Street Light: All Districts.....	\$0.35/ft.
Debt Service.....	2 mills

Chairman Bennett commented on the division of taxes, stating that only 4% of a resident's real estate taxes is allotted to Hilltown Township; 73% goes to the Penridge School District; and 23% goes to the County.

H. ESTABLISHMENT OF USER FEES: Resolution #89-56 was adopted by the Board of Supervisors at their December 26, 1989 meeting, as follows:

Soliciting Permit.....	\$25.00
Auto Salvage.....	\$100.00
Plumbing License.....	\$50.00/new license
.....	\$35.00/renewal
Refuse License.....	\$50.00 truck
Pool Permits.....	\$55.00
Driveway Permits.....	\$30.00
Parking Tickets.....	\$10.00
Alarm Fees.....	\$50.00
Use & Occupancy.....	\$150.00/residential
.....	\$300.00/commercial
Well Permits.....	\$100.00
Police Reports.....	\$8.00
Flood Plain Certification.....	\$100.00
Zoning Hearing Fees.....	\$300.00/residential
.....	\$750.00/commerical
Building Permits (per Fee Schedule)	

I. RECOMMENDATION OF TREASURER'S BOND LIMIT: The Board unanimously agreed to recommend to the Board of Auditors that the Treasurer's Bond Limit be set at \$500,000 (same as last year).

J. PENSION EMPLOYEE CONTRIBUTIONS:

1) Motion was made by Mrs. Kelly to adopt Resolution #90-1, resolving that Hilltown Township will not require any pension contribution from the Hilltown Township Police for the year 1990; motion seconded by Mr. Bennington and carried unanimously.

2) Motion was made by Mrs. Kelly to adopt Resolution #90-2, resolving that Hilltown Township will not require any contribution from the non-uniform employees of for the year 1990; motion seconded by Mr. Bennington and carried unanimously.

K. PROFESSIONAL SERVICE APPOINTMENTS:

1) Township Solicitor - Motion was made by Mrs. Kelly to appoint the firm of Jaczun, Grabowski & Leonard as Township Solicitor for 1990; motion seconded by Mr. Bennington and carried unanimously.

2) Township Engineer - Motion was made by Mrs. Kelly to appoint C. Robert Wynn Associates as Township Engineer for 1990; motion seconded by Mr. Bennington and carried unanimously.

3) Zoning Hearing Board Solicitor - Motion was made by Mr. Bennington to appoint Jack Hetherington as Solicitor for the Zoning Hearing Board with the stipulation that the present solicitor will handle the January 11, 1990 meeting; motion seconded by Chairman Bennett; Mrs. Kelly abstained from voting; motion carried 2:0. (Mr. Hetherington's fee will be \$200 per hearing.)

4) Data Processing Consultant - Motion was made by Mrs. Kelly to appoint Mr. George Bock as Data Processing Consultant for 1990; motion seconded by Mr. Bennington and carried unanimously.

5) Depository - Motion was made by Mrs. Kelly to appoint Union National Bank as township depository for 1990; motion seconded by Mr. Bennington and carried unanimously.

6) Earned Income Tax Collector - Motion was made by Mrs. Kelly to appoint Berkheimer Associates as EIT Collector at a rate of 3½%; motion seconded by Mr. Bennington and carried unanimously.

7) Building Inspection - Chairman Bennett stated that the township currently uses an outside consulting firm, Code Inspections, Inc. Motion was made by Mr. Bennington to offer Code Inspections a 3 month contract while the township advertises for a Building Inspector/Zoning Officer to be employed by the Township; motion seconded by Mrs. Kelly and carried unanimously.

L. BOARD VACANCIES/APPOINTMENTS:

1) Planning Commission (5 year terms): Motion was made by Mrs. Kelly to appoint Mr. Vince Pischl to a 5 year term on the Planning Commission; motion seconded by Mr. Bennington and carried unanimously. Motion was made by Mr. Bennington to appoint Mr. John Brennan to a 5 year term on the Planning Commission; motion seconded by Chairman Bennett; Mrs. Kelly abstained from voting. Motion carried 2:0.

2) Zoning Hearing Board (3 year term): Motion was made by Mr. Bennington to appoint Mr. Charles Grasse to a 3 year term on the Zoning Hearing Board; motion seconded by Chairman Bennett; Mrs. Kelly abstained from voting. Motion carried 2:0.

3) Water & Sewer Authority (one 5 year term; one 1 year term due to resignation of Mr. Beals): Motion was made by Mrs. Kelly to appoint Ed Curry to a 5 year term on the Water & Sewer Authority; motion seconded by Mr. Bennington and carried unanimously. Motion was made by Mrs. Kelly to appoint Earl Sullivan to a 1 year term on the Water & Sewer Authority; motion seconded by Mr. Bennington and carried unanimously.

4) Park & Recreation Board (5 year term): Motion was made by Mrs. Kelly to appoint Scott Tagg to a 5 year term on the Park & Recreation Board; motion seconded by Mr. Bennington and carried unanimously.

5) Vacancy Board (1 year term): Motion was made by Mr. Bennington to appoint Scott Tagg to a 1 year term on the Vacancy Board; motion seconded by Chairman Bennett; Mrs. Kelly abstained from voting. Motion carried 2:0.

6) Fire Panel (2 year term): Motion was made by Mrs. Kelly to appoint the previous members to a 2 year term on the Fire Panel: James H. Singley, Robert Higgins, Robert McGraw, Jack Morgan, Clair Clemens and William H. Bennett, Jr.; motion seconded by Mr. Bennington and carried unanimously.

7) Police Review Board (2 year term): Motion was made by Mrs. Kelly to reappoint the previous members to a 2 year term on the Police Review Board: James H. Singley, Jeffrey Drake, Joseph Kirschner and Christopher Engelhart with one vacancy; motion seconded by Mr. Bennington and carried unanimously.

8) Recycling Committee: Chairman Bennett stated that there is an urgent need to institute curbside recycling in Hilltown Township (mandated by the Commonwealth of Pennsylvania to be in effect by September 1990). Motion was made by Mr. Bennington to begin a Recycling Committee and to nominate the following persons to that Committee: Mr. Jack Fox, Chairman; James H. Singley, Geoffrey Keeley; Martin Renshaw; Larry Jones; and Michael O'Neill with one vacancy to be filled; motion seconded by Chairman Bennett; and carried unanimously.

9) Emergency Management Coordinator: Motion was made by Mrs. Kelly to reappoint Robert Grunmeier, II as EMC Coordinator for one year; motion seconded by Mr. Bennington to include Robert Tuttle as Assistant Emergency Management Coordinator; motion carried unanimously.

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10) Youth Aid Panel: Motion was made by Mr. Bennington to appoint Sgt. Ashby Watts to the Youth Aid Panel with members currently serving on that panel; motion seconded by Mrs. Kelly and carried unanimously.

M. SUPERVISOR'S MEETING DATES: Motion was made by Mr. Bennington to adopt Resolution #90-3, adopting the Supervisor's meeting dates for the year 1990 (2nd and 4th Monday of each month at 7:30 P.M., with exception of January dates which will be 1/2/90 and 1/22/90; and 5/29/90 (Tuesday); and 12/19/90 (Tuesday) -- both changes due to holidays; and 4/23/90 (date of annual state convention which may be readvertised at a later date); motion seconded by Mrs. Kelly and carried unanimously.

N. PLANNING COMMISSION MEETING DATES: Motion was made by Mr. Bennington to adopt Resolution #90-4, adopting the Planning Commission meeting dates (3rd Monday of each month at 7:30 P.M. and work sessions on the 1st Monday of each month at 7:30 P.M. - with 9/4/90 being a Tuesday due to the holiday) with stipulation that Mr. Singley meet with Mr. Fox to determine if additional dates will be necessary for update of the zoning ordinances and comprehensive plan); motion seconded by Mrs. Kelly and carried unanimously.

O. 1990 HOLIDAYS: Motion was made by Mrs. Kelly to adopt Resolution #90-5, establishing the following holidays for 1990 for non-uniform employees (contracted item):

- January 1 - New Year's Day
- January 15 - Martin Luther King Day
- April 13 - Good Friday
- May 15 - Primary Election Day
- May 28 - Memorial Day
- July 4 - Independence Day
- September 3 - Labor Day
- November 6 - Election Day
- November 22 - Thanksgiving Day
- November 23 - Day after Thanksgiving Day
- December 24 - Christmas Eve (Floating Day)
- December 25 - Christmas Day

Motion was seconded by Mr. Bennington and carried unanimously.

P. DELEGATE TO STATE CONVENTION: Motion was made by Mr. Bennett to nominate Kenneth Bennington, newly elected Supervisor, as the delegate to the State Association's Convention in Hershey, PA; motion seconded by Mrs. Kelly and carried unanimously.

Q. NON-UNIFORM CONTRACT: Mr. Singley explained that a contract has been agreed upon between the non-uniform employees and the township, with a 5% salary increase in 1990; 1991 and 1992. Motion was made by Mr. Bennington to adopt the Non-Uniform Contract as specified by Mr. Singley; motion seconded by Mrs. Kelly and carried unanimously.

R. PUBLIC COMMENT: No public comment at this time.

S. SUPERVISOR'S COMMENTS:

1) Chairman Bennett introduced Mr. Jack Hetherington, newly appointed Zoning Hearing Board Solicitor and Mr. Jack Fox, newly appointed Chairman of Recycling Committee (Mr. Fox is also Chairman of the Planning Commission).

2) Mrs. Kelly stated that she resigned as Recycling Director in December 1989.

3) Chairman Bennett stated that Hilltown is a Second Class Township with 27 employees and that salaries comprise the largest item in the budget (approximately 65% of total budget with inclusion of fringe benefits); population of the township has risen to approximately 13,000 with approximately 80 miles of township roads and 70 miles of state roads. He stated that, of the 13 Upper Bucks communities, all but one have three supervisors on their boards; the Lower Bucks townships (which are larger in size) have five supervisors on their boards. Chairman Bennett stated that his philosophy is to appoint the very best people to the township boards. Further, he stated that a map will be provided for residents review which will include all members of boards, employees and telephone numbers. Mr. Bennett stressed that park and recreation areas in the township will be improved and that a portion of the bond issue monies will be applied toward this end. In closing, Chairman Bennett stated that his goals include open communication with residents and fiscal integrity of the township with maximum service to the residents. He commended Chief Egly and Tom Buzby on their fine work in their departments.

T. PRESS CONFERENCE: A conference was held to answer questions of those reporters present. Regarding office hours, Mr. Singley stated that previous hours were 8:30 A.M. to 4:30 P.M. In regard to amount of non-uniform employees covered by the contract, Mr. Singley stated that there are eight employees included at present (with exception of some clerical who are deemed under Act 195 to be confidential employees). Mrs. Kelly was asked why she abstained from voting on several subjects; she replied that she was not involved in the interview process. In answer to a question regarding the park and recreation facilities, Chairman Bennett commended the Deep Run Valley Sports Association on their work and stated that the Township is attempting to encompass recreation areas for the benefit of the residents (including Civic Association land and township owned land). Mr. Bennington stated that there will be 27 acres of contiguous open space given to the township from two large developments (Garis and Hassan).

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Mr. Bennett announced that Congressman Kostmayer will be present at the Hilltown Township Municipal Building on Tuesday, January 9, 1990 from 1:00 P.M. to 2:20 P.M. to answer any questions and concerns of the citizens.

Mr. John Brennan commended the township secretary, Gloria Neiman, for her availability and work over the years. The Board noted their appreciation.

Mr. John Gerner stated that the previous township secretary, Dorothy Gutekunst passed away several days ago. Mrs. Gutekunst was township secretary from 1973 to 1983; the Board expressed their appreciation for her fine work.

There being no further business, a motion of adjournment was made by Mrs. Kelly at 8:40 P.M.; motion seconded by Mr. Bennington and carried unanimously.

Respectfully submitted,



Gloria G. Neiman
Township Secretary