



**HILLTOWN TOWNSHIP  
BUCKS COUNTY, PENNSYLVANIA  
ORDINANCE NO. 2024-001**

**AN ORDINANCE OF THE TOWNSHIP OF HILLTOWN, BUCKS COUNTY,  
PENNSYLVANIA, CREATING AN ADVISORY PARKS AND RECREATION  
BOARD; ESTABLISHING THE NUMBER AND TERM OF THE BOARD  
MEMBERS; AND DESIGNATING THE RESPONSIBILITIES OF THE BOARD**

**WHEREAS**, the Township of Hilltown, Bucks County, is a township of the second class, organized and existing in accordance with the laws of the Commonwealth of Pennsylvania; and

**WHEREAS**, Section 2204 of the Second Class Township Code gives the Board of Supervisors the authority to create a recreation board (herein "Parks and Recreation Board") to supervise, regulate, equip and maintain township-funded recreation programs and facilities; and

**WHEREAS**, Section 2204 of the Second Class Township Code further gives the Board of Supervisors the authority to set the number of members at five, seven or nine persons; and

**WHEREAS**, Section 2204 of the Second Class Township Code provides that any such board shall only have those powers specifically delegated to it by the Board of Supervisors.

**NOW, THEREFORE**, be it ORDAINED and ENACTED as follows:

**Article I:** The purpose of the Parks and Recreation Board is to evaluate the development, adequacy, oversight, maintenance and regulation of Hilltown Township parks, recreation areas, and park facilities, and provide analysis and recommendations to the Board of Supervisors regarding the same.

**Article II:** The Board of Supervisors has determined that it is in the best interest of the residents of Hilltown Township that the Parks and Recreation Board is served by five members.

**Article III:** All of the members of the Parks and Recreation Board shall be residents of Hilltown Township, Bucks County, Pennsylvania, at the time of appointment and for the term of the appointment.

**Article IV:** Members shall be appointed by the Board of Supervisors and serve terms of five (5) years or until a successor is appointed, except that the members first appointed shall be appointed so that the terms of not more than two members expire annually, and members shall serve their full terms unless voluntarily resigned or removed by the Board of Supervisors for dereliction or neglect of duty.

**Article V:** The Parks and Recreation Board shall elect its own Chairman and Secretary and create and fill such other offices as it may determine. Officers shall serve annual terms and may succeed themselves. The Parks and Recreation Board may make and alter bylaws and rules and regulations to govern its procedures consistent with the ordinances of Hilltown Township and the laws of the Commonwealth of Pennsylvania.

**Article VI:** The Chairman of the Parks and Recreation Board shall promptly notify the Board of Supervisors of any vacancies in the Parks and Recreation Board, and such vacancy shall be filled for the unexpired term by said Board of Supervisors. Any appointment to fill a vacancy created by removal shall be only for the unexpired term.

**Article VII:** Members shall serve without compensation, but may be reimbursed by Hilltown Township for expenses incurred in performing their duties.

**Article VIII:** The Parks and Recreation Board shall meet monthly in an advertised public meeting, which shall include opportunity for public comment, and shall keep written minutes of said meetings.


**Article IX:** The Parks and Recreation Board shall keep a full record of its business and shall annually make a written report by April 1 of each year to the Board of Supervisors, including an analysis of the adequacy and effectiveness of community recreation areas, facilities and leadership. Interim reports may be made as often as may be necessary or as requested by the Board of Supervisors.

**Article X:** The provisions of this Ordinance are severable. If any section, sentence, clause, part or provision thereof shall be held illegal, invalid, or unconstitutional by a court of competent jurisdiction, such decision of the court shall not affect or impair any of the remaining sections, clauses, sentences, parts or provisions of this Ordinance. It is hereby declared the intent of the Township of Hilltown that this Ordinance would have been adopted if such illegal, invalid, or unconstitutional section, clause, sentence or part of a provision had not been included herein.


**Article XI:** This Ordinance shall be effective five (5) days after an enactment by the Board of Supervisors of Hilltown Township, Bucks County, Pennsylvania.

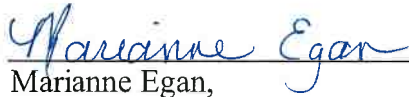
ENACTED AND ORDAINED BY THE BOARD OF SUPERVISORS OF THE  
TOWNSHIP OF HILLTOWN, BUCKS COUNTY, PENNSYLVANIA, ON THIS 28th DAY  
OF MAY, 2024.

HILLTOWN TOWNSHIP  
BOARD OF SUPERVISORS

  
\_\_\_\_\_  
Caleb Torrice, Chairman

  
\_\_\_\_\_  
James C. Groff, Vice-Chairman

  
\_\_\_\_\_  
Joseph A. Metzinger, Supervisor

Attest:   
\_\_\_\_\_  
Marianne Egan,  
Township Asst. Secretary/Treasurer