

**AGENDA**  
**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS**  
**ANNUAL REORGANIZATION MEETING**  
**Tuesday, January 3, 2017**  
**7:00PM**

**Next Ord. # 2017-001**

**Next Res. #2017-001**

1. Meeting Opening: Time \_\_\_\_\_  
JBM \_\_\_ KBB \_\_\_ JCG \_\_\_ LEL \_\_\_ CEE \_\_\_ ME \_\_\_
2. Selection of Temporary Chairman.
3. Selection of Temporary Secretary.
4. Call to Order/Pledge of Allegiance.
5. Public Comment on Agenda Items Only.
6. Officer Appointments:
  - a. Chairman
  - b. Vice-Chairman
7. Personnel Appointments:
  - a. Township Manager/Treasurer (Lorraine E. Leslie)
  - b. Chief of Police (Christopher E. Engelhart)
  - c. Director of Public Works (Thomas A. Buzby)
  - d. Code Enforcement Officer/Zoning Officer (David W. Taylor)
  - e. Zoning Hearing Board Secretary (Lisa A. Faust)
8. Professional Service Appointments:
  - a. Township Solicitor:  
(Currently Harris & Harris)
  - b. Township Engineer:  
(Currently C. Robert Wynn Associates)
  - c. Floodplain Administrator  
(Currently C. Robert Wynn Associates)
  - d. Township Certified Public Accountant:  
(Currently Dunlap Associates)
  - e. Township Depository:  
(Currently QNB)
  - f. Township Traffic Engineer:  
(Currently Heinrich and Klein)

9. Board Appointments:

a. Planning Commission:

- One position –One 4-year terms ending 12/31/20–currently David Christ
- One position- One 4 year terms ending 12/31/20–currently Eric Nogami

Other applicants: Stephen C. Yates

b. Zoning Hearing Board:

- One 3-year term ending 12/31/19 – currently Joe Kirschner

Other applicants: Stephen C. Yates

c. Water and Sewer Authority:

- One 5-year term ending 12/31/21 – currently Keith Weiss

Other applicants: Stephen C. Yates

d. Vacancy Board:

- One 1-year term ending 12/31/17 – currently John Wietecha

Other applicants:

e. Parks and Recreation Board:

- Three 5-year (staggered) terms– All positions currently vacant.

Other applicants: Barbara Matkowski

f. Emergency Management Coordinator:

- One 1-year term ending 12/31/17 – currently Ray Fegley

Other applicant: Stephen Nick

g. Deputy Emergency Management Coordinator:

- One 1-year term ending 12/31/17 – currently Thomas Loudon

Other applicants: Stephen Nick

h. Agricultural Officer/Emergency Management:

- One 1-year term ending 12/31/17 – currently John Wietecha

Other applicants:

i. UCC Board of Appeals:

- One 5-year term ending 12/31/21 – currently D. Brooke Rush

Other applicants:

10. Recommendation of Treasurer's Bond Limit - \$2.5 Million Dollars (Motion required).

11. Adopt Employee Contribution to Police Pension Fund: Res. #2017-1

12. Adopt No-Employee Contributions to Non-Uniform Pension Fund: Res. #2017-2
13. Adopt 2017 Board of Supervisors Meeting Dates: Resolution #2017-3
14. Adopt 2017 Planning Commission Meeting Dates: Resolution #2017-4
15. Adopt 2017 Non-Uniform Employee Holidays: Resolution #2017-5
16. Adopt 2017 Building, Zoning, Miscellaneous Fee Schedule: Resolution #2017-6
17. Adopt Resolution #2017-7 – Disposition of Records.
18. Adopt Resolution #2017-8 – Establishing Tax Rates for Calendar Year 2017.
19. Adopt Resolution #2017-9 – Appointing representatives to Bucks County Tax Collection Committee (TCC) for Fiscal Year 2017  
Primary Voting Delegate: Lorraine E. Leslie, Township Manager/Treasurer
20. Designate Voting Delegate and Certify Other Delegates' Attendance at Annual PSATS Convention (April 2017) – (Motion Required).
21. Announcements:
  - a) Executive Sessions?
22. Public Comment on Agenda Items Only: 2 ½ minutes per individual.
23. *Consent Calendar: Items and materials listed under the Consent Calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired by Board Members, that item will be identified and removed from the Consent Calendar and will be considered separately at the appropriate place on the Agenda.*

- a) Minutes of the December 12, 2016 Supervisors Meeting
- b) Bills List December 28, 2016

As Written: \_\_\_ With Corrections: \_\_\_ JBM \_\_\_ KBB \_\_\_ JCG \_\_\_

24. Supervisor's Comments.
25. Public Comment.
26. Press Conference.
27. Adjournment; Time: \_\_\_ POSTED: 12/29/2016

**PUBLIC COMMENT RULES ON REVERSE**

## HILLTOWN TOWNSHIP PUBLIC COMMENT RULES

All Hilltown residents are encouraged to make comments to the Board of Supervisors. An individual has several opportunities to comment:

- "Public Comment on Agenda Items Only" (2 ½ minutes per individual).
- Immediately following any presentation and before possible Board action (2 ½ minutes per individual).
- "Public Comment:" (5 minutes per individual).

Any person desiring to make public comment shall have only one comment period for each of the opportunities regardless of actual time used for public comment. Any person desiring to make public comment shall be required to abide by the following rules:

- The Chairperson of the Board shall preside over public comments.
- Once acknowledged by the Chairperson, the individual shall proceed to the podium and speak clearly into the microphone, and shall identify himself/herself by name and location of residences or by firm represented.
- Written record of "Public Comment" can only be produced when speaking into the microphone. Written record of public comment will not be produced when speaking to public assembled at meeting.
- The individual shall address their comments to the Board as a whole entity. The polling of or debating with an individual Supervisor is not permitted.
- The individual shall address their comments to the professional appointees of the Board or Township employees only with the permission of the Chairperson.
- The Township Manager shall enforce these public comment rules by announcing "One (1) Minute Remaining" and "Time Expired."

The only exception to these procedures is Press and Media Time and/or Press Conference. Detailed minutes are not provided of this event.

Adopted: January 6, 1997  
Revised: November 23, 1998  
Revised: August 9, 1999  
Revised: June 26, 2006