

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
ANNUAL REORGANIZATION MEETING
TUESDAY, JANUARY 2, 2018**

The Hilltown Township Board of Supervisors Reorganization Meeting of January 2, 2018 was called to order by Supervisor John McIlhinney at 7:04 PM and opened with the Pledge of Allegiance. Also in attendance were Supervisor Kenneth Bennington, Supervisor James Groff, Township Manager Lorraine Leslie, and Chief of Police Christopher Engelhart.

2. SELECTION OF TEMPORARY CHAIRMAN: Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Supervisor McIlhinney as Temporary Chairman. There was no public comment.

3. SELECTION OF TEMPORARY SECRETARY: Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Township Manager Lorraine Leslie as Temporary Secretary. There was no public comment.

5. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

6. OFFICER APPOINTMENTS:

a) Chairman – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Supervisor McIlhinney as Chairman of the Board of Supervisors for 2018. There was no public comment.

b) Vice-Chairman – Motion was made by Chairman McIlhinney, seconded by Supervisor Groff, and carried unanimously to appoint Supervisor Bennington as Vice-Chairman of the Board of Supervisors for 2018. There was no public comment.

7. PERSONNEL APPOINTMENTS: Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Lorraine Leslie as Township Manager/Treasurer/Secretary/Open Records Officer. Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to appoint Christopher Engelhart as Chief of Police. Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to appoint Thomas Buzby as Director of Public Works until 3:30 PM on January 19, 2018 because, after 46 years of glorious service to the Township, Tom will be retiring and they appreciate his service. Effective at 3:31 PM on January 19, 2018, Thomas Hess will become the new Director of Public Works for the remainder of 2018. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint

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Marianne Egan as Finance Director. Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to appoint David Taylor as Code Enforcement Officer/Zoning Officer. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Lisa Faust as Zoning Hearing Board Secretary. Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to appoint Lisa Faust as Assistant Open Records Officer. There was no public comment.

8. PROFESSIONAL SERVICE APPOINTMENTS: Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Harris & Harris as Township Solicitor. Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to appoint C. Robert Wynn Associates as Township Engineer and Floodplain Administrator. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Dunlap & Associates, P.C. as the Township Certified Public Accountant. Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to appoint Quakertown National Bank as the Township Depository. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Heinrich & Klein Associates, Inc. as Township Traffic Engineer. There was no public comment.

9. BOARD APPOINTMENTS:

a) Zoning Hearing Board – Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to reappoint John Snyder to another 3-year term on the Zoning Hearing Board ending 12/31/20. There was no public comment.

b) Water and Sewer Authority – Motion was made by Supervisor Bennington, and seconded by Chairman McIlhinney, to reappoint Frank Beck to another 5-year term on the Water and Sewer Authority ending 12/31/22. Motion passed 2-0-1 with Supervisor Groff abstaining from the vote. There was no public comment.

c) Vacancy Board – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reappoint John Wietecha to another 1-year term on the Vacancy Board ending 12/31/18. There was no public comment.

d) Emergency Management Coordinator – Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to reappoint Ray Fegley to another 1-year term as the Emergency Management Coordinator ending 12/31/18. There was no public comment.

e) Deputy Emergency Management Coordinator – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to reappoint Thomas Loudon to another 1-year term as the Deputy Emergency Management Coordinator ending 12/31/18. There was no public comment.

f) Agricultural Officer/Emergency Management – Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to reappoint John Wietecha to another 1-year term as the Agricultural Officer/Emergency Management ending 12/31/18. There was no public comment.

g) UCC Board of Appeals – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to appoint Steve Yates to a 5-year term on the UCC Board of Appeals ending 12/31/22. There was no public comment.

10. TREASURER'S BOND LIMIT – Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to recommend the Treasurer's Bond limit of \$2.5 million dollars. There was no public comment.

11. ADOPT EMPLOYEE CONTRIBUTION TO POLICE PENSION FUND: RESOLUTION #2018-001 – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt Resolution #2018-001 for the Employee Contribution to the Police Pension Fund. There was no public comment.

12. ADOPT NO EMPLOYEE CONTRIBUTION TO NON-UNIFORM PENSION FUND: RESOLUTION #2018-002 - Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to adopt Resolution #2018-002 for the No Employee Contribution to the Non-Uniform Pension Fund. There was no public comment.

13. ADOPT 2018 BOARD OF SUPERVISORS MEETING DATES: RESOLUTION #2018-003 - Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried

unanimously to adopt Resolution #2018-003 for the 2018 Board of Supervisors Meeting Dates. There was no public comment.

14. ADOPT 2018 PLANNING COMMISSION MEETING DATES: RESOLUTION #2018-004 - Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to adopt Resolution #2018-004 for the 2018 Planning Commission Meeting Dates. There was no public comment.

15. ADOPT 2018 NON-UNIFORM EMPLOYEE HOLIDAYS: RESOLUTION #2018-005 - Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt Resolution #2018-005 for the 2018 Non-Uniform Employee Holidays. There was no public comment.

16. ADOPT 2018 BUILDING, ZONING, MISCELLANEOUS FEE SCHEDULE: RESOLUTION #2018-006 - Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to adopt Resolution #2018-006 for the 2018 Building, Zoning, Miscellaneous Fee Schedule. There was no public comment.

17. ADOPT RESOLUTION #2018-007 – DISPOSITION OF RECORDS: Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt Resolution #2018-007 for the Disposition of Records. There was no public comment.

18. ADOPT RESOLUTION #2018-008 – ESTABLISHING TAX RATES FOR CALENDAR YEAR 2018: Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to adopt Resolution #2018-008 for Establishing Tax Rates for Calendar Year 2018 which remain the same. There was no public comment.

19. ADOPT RESOLUTION #2018-009 – APPOINTING REPRESENTATIVES TO BUCKS COUNTY TAX COLLECTION COMMITTEE (TCC) FOR FISCAL YEAR 2018 PRIMARY VOTING DELEGATE: LORRAINE LESLIE, TOWNSHIP MANAGER/TREASURER AND ALTERNATE VOTING DELEGATE: MARIANNE EGAN: Motion was made by Supervisor Bennington, seconded by Chairman McIlhinney, and carried unanimously to adopt Resolution #2018-009 appointing Lorraine Leslie Primary Voting Delegate and Marianne Egan Alternate Voting Delegate to the Bucks County Tax Collection Committee (TCC) for Fiscal Year 2018. There was no public comment.

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20. DESIGNATE VOTING DELEGATE AND CERTIFY OTHER DELEGATES' ATTENDANCE AT ANNUAL PSATS CONVENTION (APRIL 2018) – Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to designate Lorraine Leslie as the Voting Delegate and to attend the Annual PSATS Convention in April of 2018 along with the new Public Works Director, Thomas Hess. There was no public comment.

21. ANNOUNCEMENTS: None.

22. PUBLIC COMMENT: None.

23. CONSENT CALENDAR:

- a) Minutes of the December 11, 2017 Supervisor's Meeting
- b) Bills List: December 26, 2017

Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to accept and approve items a) and b) on the Consent Calendar. There was no public comment.

24. New Business:

a) NOVA Exemption: Motion was made by Supervisor Bennington, seconded by Supervisor Groff and carried unanimously to authorize Solicitor Harris to file the appeal before January 10, 2017 in regards to the Board of Assessment's decision for the NOVA Exemption for the retail section only, according to the December 20, 2017 letter. There was no public comment.

b) Wireless Broadband Collocation Act – Resolution #2018-010: Ms. Leslie stated PSATS is asking all Townships to adopt a resolution to send to the state to express discontent to the state deciding when and where placement of cell towers can be located in a Township, taking away the Township's right to make that decision. It was confirmed that this proposed bill would supersede zoning laws. Motion was made by Supervisor Bennington, seconded by Supervisor Groff and carried unanimously to adopt Resolution #2018-010 opposing House Bill 1620 because it is not in the best interest of the Township. There was no public comment.

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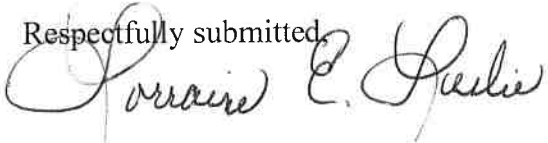
25. SUPERVISORS COMMENTS: Supervisor Groff asked about the availability of salt. Ms. Leslie stated the Township has plenty of salt and more is on the way. Chairman McIlhinney stated he hopes the Township has a good year in 2018 as they have had in 2017.

26. PUBLIC COMMENT: Keith Kirkner, Senior Director of Operations for NOVA, asked the Board of Supervisors to reconsider their decision to appeal their exemption. He continued to state the thrift shop exists solely to support NOVA's mission. They are a 501-3C non-profit organization and charge nothing for their services which are free of charge to the citizens of Bucks County. NOVA is run by a staff of six and fifty volunteers from the community. Chairman McIlhinney stated when the solicitor went to the hearing, he was fully aware of what NOVA's mission is and the store is a fund raising store to support that mission. The Township is appealing the exemption because NOVA is running a business that is in competition with other businesses in Hilltown Township. Mr. Kirkner stated the fiscal year tax return is located on the website but will forward a copy to Ms. Leslie. The Board of Supervisors agreed they will review the tax return with the Township Solicitor and may re-consider.

27. PRESS CONFERENCE: No members of the press were present.

28. ADJOURNMENT: Upon motion by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously, the January 2, 2018 Hilltown Township Annual Re-Organization Meeting was adjourned at 7:22 PM.

Respectfully submitted,



Lorraine E. Leslie
Township Manager/Treasurer

(*NOTE: These minutes were transcribed from notes and recordings and should not be considered official until approved by the Board of Supervisors at a public meeting).