

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
ANNUAL REORGANIZATION MEETING
TUESDAY, JANUARY 3, 2017**

The Hilltown Township Board of Supervisors Reorganization Meeting of January 3, 2017 was called to order by Supervisor John McIlhinney at 7:00 PM and opened with the Pledge of Allegiance. Also in attendance were Supervisor Kenneth Bennington, Supervisor James Groff, Township Manager Lorraine Leslie, Chief of Police Christopher Engelhart, and Marianne Egan, Finance Department.

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 Groff, seconded by Temporary Chairman McIlhinney, 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 2017. There was no public comment.

b) Vice-Chairman – Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to appoint Supervisor Bennington as Vice-Chairman of the Board of Supervisors for 2017. There was no public comment.

7. PERSONNEL APPOINTMENTS: Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to appoint Lorraine E. Leslie as Township Manager/Treasurer. Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to appoint Christopher E. Engelhart as Chief of Police. Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to appoint Thomas A. Buzby as Director of Public Works. Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to appoint David W. Taylor as Code Enforcement Officer/Zoning Officer. Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to appoint Lisa A. Faust as Zoning Hearing Board Secretary. There was no public comment.

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

9. BOARD APPOINTMENTS:

a) Planning Commission – Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to reappoint David Christ and Eric Nogami to another 4-year term on the Planning Commission ending 12/31/20. There was no public comment.

b) Zoning Hearing Board – Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to reappoint Joe Kirschner to another 3-year term on the Zoning Hearing Board ending 12/31/19. There was no public comment.

c) Water and Sewer Authority – Motion was made by Supervisor Groff, and seconded by Chairman McIlhinney, and carried unanimously to reappoint Keith Weiss to another 5-year term on the Water and Sewer Authority ending 12/31/21. There was no public comment.

d) Vacancy Board – Motion was made by Chairman McIlhinney, seconded by Supervisor Groff, and carried unanimously to reappoint John Wietecha to another 1-year term on the Vacancy Board ending 12/31/17. There was no public comment.

f) Emergency Management Coordinator – Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to reappoint Ray Fegley to another 1-year term as the Emergency Management Coordinator ending 12/31/17. There was no public comment.

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g) Deputy Emergency Management Coordinator – Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to reappoint Thomas Loudon to another 1-year term as the Deputy Emergency Management Coordinator ending 12/31/17. There was no public comment

h) Agricultural Officer/Emergency Management – Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to reappoint John Wietecha to another 1-year term as the Agricultural Officer/Emergency Management ending 12/31/17. There was no public comment.

i) UCC Board of Appcals – Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to reappoint D. Brooke Rush to another 5-year term on the UCC Board of Appeals ending 12/31/21. There was no public comment.

10. TREASURER'S BOND LIMIT – Motion was made by Supervisor Groff, 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 #2017-1 – Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to adopt Resolution #2017-1 for the Employee Contribution to Police Pension Fund. There was no public comment.

12. ADOPT NO-EMPLOYEE CONTRIBUTIONS TO NON-UNIFORM PENSION FUND: RESOLUTION #2017-2 - Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to adopt Resolution #2017-2 for the No-Employee Contributions to Non-Uniform Pension Fund. There was no public comment.

13. ADOPT 2017 BOARD OF SUPERVISORS MEETING DATES: RESOLUTION #2017-3 - Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to adopt Resolution #2017-3 for the 2017 Board of Supervisors Meeting Dates. There was no public comment.

14. ADOPT 2017 PLANNING COMMISSION MEETING DATES: RESOLUTION #2017-4 - Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried

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unanimously to adopt Resolution #2017-4 for the 2017 Planning Commission Meeting Dates. There was no public comment.

15. ADOPT 2017 NON-UNIFORM EMPLOYEE HOLIDAYS: RESOLUTION #2017-5 - Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to adopt Resolution #2017-5 for the 2017 Non-Uniform Employee Holidays. There was no public comment.

16. ADOPT 2017 BUILDING, ZONING, MISCELLANEOUS FEE SCHEDULE: RESOLUTION #2017-6 - Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to adopt Resolution #2017-6 for the 2017 Building, Zoning, Miscellaneous Fee Schedule. There was no public comment.

17. ADOPT RESOLUTION #2017-7 – DISPOSITION OF RECORDS; Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to adopt Resolution #2017-7 for the Disposition of Records. There was no public comment.

18. ADOPT RESOLUTION #2017-8 – ESTABLISHING TAX RATES FOR CALENDAR YEAR 2017; Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to adopt Resolution #2017-8 for Establishing Tax Rates for Calendar Year 2017. There was no public comment.

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; Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to adopt Resolution #2017-9 appointing Lorraine E. Leslie Primary Voting Delegate to the Bucks County Tax Collection Committee (TCC) for Fiscal Year 2017. There was no public comment.

20. DESIGNATE VOTING DELEGATE AND CERTIFY OTHER DELEGATES' ATTENDANCE AT ANNUAL PSATS CONVENTION (APRIL 2017) – Motion was made by Supervisor Groff, seconded by Chairman McIlhinney, and carried unanimously to designate Lorraine Leslie as the Voting Delegate at the Annual PSATS Convention in April of 2017. There was no public comment.

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21. ANNOUNCEMENTS: Chairman McIlhinney stated there was no executive sessions since the last meeting.
22. PUBLIC COMMENT: David Christ asked if Parks and Rec was skipped. Chairman McIlhinney confirmed that it was skipped.
23. CONSENT CALENDAR:
- a) Minutes of the December 12, 2016 Supervisor's Meeting
 - b) Bills List December 28, 2016

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.

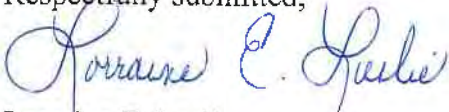
24. SUPERVISORS COMMENTS: Supervisor Bennington wished everyone a Happy New Year and a great 2017. Chairman McIlhinney stated the Township settled on the Walters Tract that will connect two open space parcels for the trail and additional agricultural easement area. Supervisor Bennington questioned if a person has to abide by the 15 MPH speed limit in the flashing light school zone if it is a known holiday. Chief Engelhart stated if it is a known fact that school is not in session, the speed limit is not applicable.

25. PUBLIC COMMENT: None.

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

27. ADJOURNMENT: Upon motion by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously, the January 3, 2017 Hilltown Township Annual Re-Organization Meeting was adjourned at 7:08 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).