

ORDINANCE NO. 2008- 04
HILLTOWN TOWNSHIP
BUCKS COUNTY, PENNSYLVANIA

AN ORDINANCE TO ESTABLISH THE HILLTOWN TOWNSHIP PARKS, RECREATION AND OPEN SPACE CITIZENS ADVISORY COMMITTEE; PROVIDING FOR THE APPOINTMENT OF MEMBERS; REMOVAL OF MEMBERS; ORGANIZATION, POWERS AND DUTIES OF SAID ADVISORY COMMITTEE; AND REPEALING ALL ORDINANCES AND RESOLUTIONS INCONSISTENT HEREWITH.

BE IT HEREBY ORDAINED AND ENACTED by the Board of Supervisors of Hilltown Township, Bucks County, Pennsylvania as follows:

- Section 1. Establishment. A Hilltown Township standing committee to be known as the “Hilltown Township Parks, Recreation and Open Space Citizens Advisory Committee” is hereby established.
- Section 2. Membership; Terms of Office and Attendance.
- A. The Hilltown Township Parks, Recreation and Open Space Citizens Advisory Committee shall consist of seven (7) members appointed by the Board of Supervisors of Hilltown Township. The members shall each serve for a term of three (3) years, except that the terms of the members first appointed shall be staggered so that two (2) vacancies shall occur on December 31st in each of the next two (2) successive years and three (3) vacancies shall occur on December 31st in the third year successive of such appointment. The Hilltown Township Parks, Recreation and Open Space Citizens Advisory Committee Chair shall promptly notify the Board of Supervisors concerning any vacancy in the Committee.
- B. A member of the Hilltown Township Parks, Recreation and Open Space Citizens Advisory Committee must attend all meetings. The absence of a member for twenty (20%) percent of all meetings shall be deemed nonfeasance in office and such member shall be considered inactive and just cause for removal by a majority vote of the Board of Supervisors taken after the member has received fifteen (15) days advance notice of the intent to take such a vote. Said removal shall be in compliance with the requirements of applicable laws and regulations.

Section 3. Qualifications; Compensation.

- A. All of the members of the Hilltown Township Parks, Recreation and Open Space Citizens Advisory Committee shall be residents of Hilltown Township; and shall not be officers or employees of Hilltown Township, or serve on any other Township board, commission or committee.
- B. All members shall serve without compensation.

Section 4. Purpose. The purpose of the Hilltown Township Parks, Recreation and Open Space Citizens Advisory Committee is to advise and make recommendations to the Hilltown Township Manager in planning regulations of and maintenance of parks, recreation facilities, recreational programs and open space based upon such written goals and objectives established by the Hilltown Township Board of Supervisors.

Section 5. Organization: Reports. The Committee shall elect its own Chair and Vice Chair; and shall create and fill such other offices from its membership as it may determine. Officers shall serve annual terms and may succeed themselves. The Committee shall keep a full record of its business and shall annually make a written report by March 1 of each year of its activities to the Board of Supervisors. Interim reports shall be made if requested by the Board of Supervisors.

Section 6. Election of Officers.

- A. Annual Meeting: An annual organization meeting shall be held on the second Tuesday in January.
- B. Nominations: At the annual organization meeting, members shall make nominations; and the election of officers specified in Section 5 shall follow immediately thereafter.
- C. Term: A candidate receiving a majority vote of the entire membership of the Committee shall be declared elected, and shall serve for one year until his or her successor shall take office.
- D. Vacancies. Vacancies in office shall be filed immediately by regular election procedure.

Section 7. Meetings.

- A. Meetings shall be held monthly on a regularly scheduled day and time agreed to by a majority vote of the Committee at the Committee's annual reorganization meeting, subject to the approval by the Board of Supervisors. All meetings will be held at the Hilltown Township municipal building located at 13 West Creamery Road in Hilltown Township, Bucks County, Pennsylvania. In the event of a conflict with holidays or other scheduled events, a majority of the Committee may change the date and/or location of its meeting. A schedule of meeting dates for any year shall be published in a newspaper of general circulation in December of the prior year.
- B. Public Meetings: All meetings shall be open to the general public.
- C. Conduct of Meetings: Unless otherwise specified, Robert's Rules of Order, Latest Edition, shall govern the proceedings at meetings of the Committee.

Section 8. Removal from Office. Any member of the Hilltown Township Parks, Recreation and Open Space Citizens Advisory Committee, once qualified and appointed, may be removed from the Committee by majority vote of the Board of Supervisors. The vote of the Board of Supervisors may be taken after the member has received fifteen (15) days advance notice of the intent to take such a vote. Any appointment to fill a vacancy created by removal shall be only for the unexpired term.

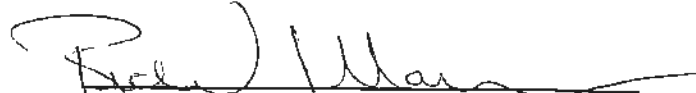
Section 9. Voting Conflict and Voting Abstention: All members in order to discharge his or her official duties shall be required to vote on all matters brought before the Hilltown Township Parks, Recreation and Open Space Citizens Advisory Committee unless such vote would result in a conflict of interest. In such a case, said member shall abstain from voting; and, prior to the vote being taken, publicly announce and disclose the nature of his or her interest as a public record in a written statement filed with the person responsible for recording the minutes of the meeting at which the vote is taken, provided that whenever the Committee would be unable to take any action on a matter before it because the number of members of the Committee required to abstain from voting under this Section makes the majority or other legally required vote of approval unattainable, then such member shall be required to vote if disclosures are made as otherwise provided.

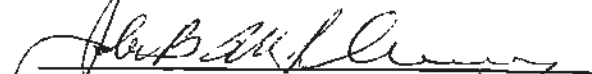
Section 10. Repeal of Inconsistent Ordinances and Resolutions. This Ordinance does hereby repeal and supercede prior ordinances and resolutions which are inconsistent with the provisions of this Ordinance; and specifically repeals Ordinance No. 2006-7 and supercedes Resolution 2002-31.

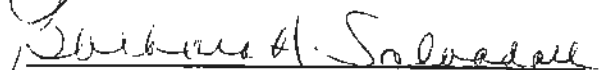
Section 11. Effective Date. This Ordinance shall take effect and be in force five (5) days after its approval as required by law.

DULY ENACTED AND ORDAINED this 23rd day of June, 2008, by the Board of Supervisors of Hilltown Township, Bucks County, Pennsylvania, in lawful session, duly assembled.

**HILLTOWN TOWNSHIP
BOARD OF SUPERVISORS**


Richard J. Manfredi, Chairman


John B. McIlhinney, Vice-Chairman


Barbara A. Salvadore, Secretary/Treasurer

Attest: Lynda Sarno