

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
ANNUAL REORGANIZATION MEETING
MONDAY, JANUARY 7, 2019**

The Hilltown Township Board of Supervisors Reorganization Meeting of January 7, 2019 was called to order by Supervisor John McIlhinney at 7:05 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 Finance Director Marianne Egan.

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.

4. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

5. 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 2019. 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 2019. There was no public comment.

6. PERSONNEL APPOINTMENTS: Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to appoint Lorraine Leslie as Township Manager/Treasurer/Secretary/Open Records Officer. Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to appoint Christopher Engelhart as Chief of Police/Open Records Officer. Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to appoint Thomas Hess as Director of Public Works. Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to appoint Marianne Egan as Finance Director. Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to appoint David Taylor as

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

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

8. BOARD APPOINTMENTS:

a) Planning Commission – Supervisor Bennington thanked Terry Carnes for his 5 years of service to the Planning Commission and he has decided to not be reappointed. Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to appoint David Brook Rush to a 4-year term on the Planning Commission ending 12/31/22. There was no public comment.

b) Zoning Hearing Board – Supervisor Bennington sincerely thanked Tim Browning for 24 years of service on the Zoning Hearing Board. Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to appoint David Hersh to a 3-year term on the Zoning Hearing Board ending 12/31/21. There was no comment.

c) Water and Sewer Authority – Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to reappoint Bruce Knipe to another 5-year term on the Water and Sewer Authority ending 12/31/23. There was no public comment.

Page 3
Board of Supervisors
January 7, 2019

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 12/31/19. There was no public comment.

e) Emergency Management Coordinator – Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to reappoint Ray Fegley to another 1-year term as the Emergency Management Coordinator ending 12/31/19. There was no public comment.

f) Deputy Emergency Management Coordinator – Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to reappoint Thomas Loudon to another 1-year term as the Deputy Emergency Management Coordinator ending 12/31/19. There was no public comment.

g) Emergency Management Agricultural Officer – Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to reappoint John Wietecha to another 1-year term as the Emergency Management Agricultural Officer ending 12/31/19. There was no public comment.

h) UCC Board of Appeals – Supervisor Bennington stated this appointment is on hold.

9. TREASURER'S BOND LIMIT – Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to recommend the Treasurer's Bond limit of \$2.5 million dollars for 2019. There was no public comment.

10. ADOPT EMPLOYEE CONTRIBUTION TO POLICE PENSION FUND: RESOLUTION #2019-001 – Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to adopt Resolution #2019-001 for the Employee Contribution to the Police Pension Fund. There was no public comment.

11. ADOPT NO EMPLOYEE CONTRIBUTION TO NON-UNIFORM PENSION FUND: RESOLUTION #2019-002 - Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to adopt Resolution #2019-002 for the No Employee Contribution to the Non-Uniform Pension Fund. There was no public comment.

12. ADOPT 2019 BOARD OF SUPERVISORS MEETING DATES: RESOLUTION #2019-003 - Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to adopt Resolution #2019-003 for the 2019 Board of Supervisors Meeting Dates. There was no public comment.

13. ADOPT 2019 PLANNING COMMISSION MEETING DATES: RESOLUTION #2019-004 - Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to adopt Resolution #2019-004 for the 2019 Planning Commission Meeting Dates. There was no public comment.

14. ADOPT 2019 NON-UNIFORM EMPLOYEE HOLIDAYS: RESOLUTION #2019-005 - Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to adopt Resolution #2019-005 for the 2019 Non-Uniform Employee Holidays. There was no public comment.

15. ADOPT 2019 BUILDING, ZONING, MISCELLANEOUS FEE SCHEDULE: RESOLUTION #2019-006 - Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to adopt Resolution #2019-006 for the 2019 Building, Zoning, Miscellaneous Fee Schedule. There was no public comment.

16. ADOPT RESOLUTION #2019-007 – DISPOSITION OF RECORDS: Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to adopt Resolution #2019-007 for the Disposition of Records. There was no public comment.

17. ADOPT RESOLUTION #2019-008 – ESTABLISHING TAX RATES FOR CALENDAR YEAR 2019: Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to adopt Resolution #2019-008 for Establishing Tax Rates for Calendar Year 2019. There was no public comment.

18. ADOPT RESOLUTION #2019-009 – APPOINTING REPRESENTATIVES TO BUCKS COUNTY TAX COLLECTION COMMITTEE (TCC) FOR FISCAL YEAR 2019 PRIMARY VOTING DELEGATE: LORRAINE LESLIE, TOWNSHIP MANAGER/TREASURER AND ALTERNATE VOTING DELEGATE: MARIANNE EGAN, FINANCE DIRECTOR: Motion was made by Chairman McIlhinney, seconded by Supervisor Groff and carried unanimously to adopt Resolution #2019-009 appointing Lorraine Leslie Primary Voting Delegate and Marianne

Page 5
Board of Supervisors
January 7, 2019

Egan Alternate Voting Delegate to the Bucks County Tax Collection Committee (TCC) for Fiscal Year 2019. There was no public comment.

19. DESIGNATE VOTING DELEGATE AND CERTIFY OTHER DELEGATES' ATTENDANCE AT ANNUAL PSATS CONVENTION (APRIL 2019) – Motion was made by Chairman McIlhinney, 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 2019 along with the Public Works Director, Thomas Hess. There was no public comment.

20. ANNOUNCEMENTS: Chairman McIlhinney announced there was an Executive Session on January 2, 2019 to discuss personnel and real estate matters.

21. PUBLIC COMMENT: None.

22. CONSENT CALENDAR:

- a) Minutes of the December 10, 2018 Supervisor's Meeting
- b) Bills List: December 26, 2018
- c) Bills List: January 8, 2019

Supervisor Bennington amended the minutes on page 4 in regards to the Venue at Hilltown sketch plan by adding “there is a major issue at the intersection at Hilltown Pike and Swartley Road that needs to be addressed at the planning stage.” Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to accept and approve items a) and c) on the Consent Calendar with the correction as amended in the December 10, 2018 minutes. There was no public comment.

23. New Business: None.

24. SUPERVISORS COMMENTS: Supervisor Bennington stated 2019 starts his 6th and final year of his current term as Supervisor. It will also be his 23rd year of his term as Supervisor and will not be running for re-election and would like to give people who are planning on running an opportunity to get organized and get their petitions in. He continued to state he appreciates the 23 years of service as Township Supervisor and almost 30 years with the Township including Planning Commission and Township Manager. Supervisor Groff wished everyone a Happy New Year.

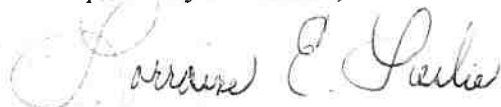
Page 6
Board of Supervisors
January 7, 2019

25. PUBLIC COMMENT: Carl Wagner, 601 Hilltown Pike, asked for an explanation of Supervisor Bennington's reference to the Swartley Road Bridge. Supervisor Bennington stated when the plan came in at the last meeting, he made reference to the fact that when people exit from the planned community, they can either go right and go out to Route 309 where there is a potential light or they can go left across the one lane bridge and then out to Hilltown Pike and Swartley Road. Supervisor Bennington continued to state that is an issue that has to be addressed when the preliminary plan comes in because the one lane bridge is going to take traffic coming left as well as the intersection at Hilltown Pike and Swartley Road. Chairman McIlhinney stated when the preliminary plan comes in the appropriate questions will be asked.

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 7, 2019 Hilltown Township Annual Re-Organization Meeting was adjourned at 7:15 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).