

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULARY SCHEDULED MEETING
MONDAY, FEBRUARY 23, 2015**

The regularly scheduled meeting of the Hilltown Township Board of Supervisors was called to order by Chairman John B. McIlhinney at 7:09 PM and opened with the Pledge of Allegiance. Also in attendance were Vice-Chairman Kenneth Bennington, Supervisor James Groff, Township Manager Richard Schnaedter, Chief of Police Christopher Engelhart, Township Solicitor Stephen Harris, Township Engineer C. Robert Wynn, and Zoning Officer/Code Official, Dave Taylor.

1. ANNOUNCEMENTS: Chairman McIlhinney announced the Board of Supervisors met in executive session prior to the meeting to discuss personnel and legal issues. Chairman McIlhinney announced the Hilltown Township Easter Egg Hunt will be on Saturday, March 28, 2015 at 10:00 A.M. at the Hilltown Civic Park, 1123 Route 152, rain or shine.
2. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.
3. CONSENT AGENDA:
 - a) Minutes of the January 26, 2015 Board of Supervisor's Meeting
 - b) Financial Report – January 2015
 - c) Bills List January 28, 2015 – February 5, 2015
 - d) Bills List February 11, 2015 – February 19, 2015

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

4. CONFIRMED APPOINTMENTS:
 - a) Dave Taylor, Zoning Officer/Code Official –Zoning Issues (Residential Rooftop – Solar Energy Systems) – Dave Taylor, Zoning Officer/Code Official was in attendance to discuss the subject of rooftop solar installations. The Zoning Ordinance requires that the panels not be placed on a roof surface facing a front yard. In order for a rooftop solar panel system to maximize effectiveness, the system generally must be mounted on a southerly facing roof. A majority of residents must appear in front of the Planning Commission and the Board of Supervisors and seek Conditional Use approval for the placement on the southerly facing roof. After discussion, Dave Taylor will work with Township Solicitor, Steve Harris, to draft an

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ordinance in regards to flush mount rooftop solar energy systems for review at an upcoming Board meeting.

5. LEGAL: Solicitor's Report –

a) Weis Markets – Agreement for BOS Signature – Solicitor Harris stated the executed Stormwater Facilities Maintenance & Monitoring Agreement has been received, along with the \$5,000 for the future maintenance of two stormwater inlets to be located at the intersection of Route 113 and Route 313, and needs to be executed by the Board of Supervisors. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously, for the Board of Supervisors to execute the Weis Market Stormwater Facilities Maintenance & Monitoring Agreement. There was no public comment.

b) Ordinance Increasing Salary for Newly Elected Supervisors – Solicitor Harris presented Ordinance #2015-5 which states the General Assembly of the Commonwealth of Pennsylvania Act 60 provides that supervisors of townships having a population of 15,000 to 24,999 may be compensated in an amount not to exceed \$4,125.00 per year. According to the last census, Hilltown Township's population was 15,029. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to adopt Ordinance #2015-5 for each Supervisor of Hilltown Township elected or appointed on or after the effective date of the Ordinance shall receive compensation as a Supervisor in the annual amount of \$4,125.00. There was no public comment.

c) Ordinance establishing a speed limit on East Creamery Road from Rickert Road to Callowhill Road – Solicitor Harris presented Ordinance #2015-6 to establish a maximum speed limit of 35 M.P.H. on East Creamery Road from Rickert Road to Callowhill Road. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously, to adopt Ordinance #2015-6 which reduces the maximum speed limit to 35 M.P.H. on East Creamery Road from Rickert Road to Callowhill Road and to have the Public Works Department post the appropriate signs accordingly. There was no public comment.

6. PLANNING:

a) School Lane Development LLC Sketch Plan – 74 single wide mobile home units – Mr. Wynn reviewed the School Lane Development LLC Sketch Plan which consists of 74

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single wide mobile home units on approximately 24 acres located along County Line Road, next to Landis Block, which was before the Planning Commission on January 20, 2015. Ed Mullin, Esq., Hamburg, Rubin, Mullin, Maxwell & Lupin, along with John Kennedy and John Heckler, were in attendance to present the sketch plan. Mr. Kennedy stated the site is permitted by-right in the PC-1 Zoning District and the Open Space proposes to contain two tot lots, two playing fields, two stormwater management facilities, four feet wide walking trail, and a 16 space off street parking lot. Mr. Heckler stated the individual parcels are leased to the property owners on a monthly basis and with water, sewer, snow removal, and sometimes trash removal, is provided by the mobile home park owner. Mr. Heckler also stated the bridge between the old high school and this property will be removed. Solicitor Harris discussed the issue of a 100 foot buffer requirement with the additional 25 foot buffer beyond the buffer to the unit, width of the streets, and the provision for spill over parking. Supervisor Bennington stated a traffic study will need to be done along with a review by the Souderton Fire Company. Chairman McIlhinney commented on the extensive list of items contained in Mr. Wynn's review letter dated November 26, 2014 and the need to be in full compliance with the ordinance. Supervisor Groff suggested a spill over parking lot should be considered along with a community building. No action was taken.

b) Weiss Market Land Development (Bedminster Township) – PennDOT HOP Application – Mr. Wynn reviewed the PennDOT Applicant's Authorization for Agent to Apply for Highway Occupancy Permit for drainage improvements along Route 113 for the Weiss Market Land Development which requires the execution by the Board of Supervisors. Motion was made by Supervisor Groff, seconded by Supervisor Bennington, and carried unanimously for the Township Manager to execute the PennDOT Applicant's Authorization for Agent to Apply for Highway Occupancy Permit for drainage improvements along Route 113 for the Weiss Market Land Development. There was no public comment.

7. ENGINEERING:

a) Coventry Meadows I & II Extension – Mr. Wynn stated Toll Brothers requests an extension of the timeframe to complete improvements associated with the approved subdivision plan and Development/Financial Security Agreement for Phase 1 (until May 9, 2016) and Phase 11 (until March 4, 2016) for Coventry Meadows. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to grant time extension for Coventry Meadows Phase 1 until May 9, 2016, and Coventry Meadows Phase II until March 4, 2016. There was no public comment.

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b) Rickert Road Bridge (County Bridge #21) – Speed Limit Reduction – Mr. Wynn stated the design engineer requested the Township extend the 35 M.P.H. speed limit from Dublin Borough to Forest Road. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to authorize the Solicitor to draft an Ordinance to extend the 35 M.P.H. speed limit from Dublin Borough to Forest Road and authorize for the March Board meeting. There was no public comment.

c) Mill Road Bridge – No Cost Fund Transfer – Mr. Wynn stated McCormick Taylor requests a no cost fund transfer in the amount of \$2,694.53 for direct costs to construction inspection services. Mr. Wynn also noted this transfer does not increase the cost for construction inspection services to the Township as it is a contract change. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously, to approve the no cost fund transfer in the amount of \$2,694.53 for the Mill Road Bridge. There was no public comment.

d) Moyer Road Bridge – Local Bridge Bundling Program – Mr. Wynn discussed the correspondence received from PennDOT in regards to Hilltown Township's participation in the Local Bridge Bundling Program. Mr. Wynn explained if the Township agrees to participate in the program, it is not guaranteed that the bridge will be included for reconstruction. In the event the bridge is included, an agreement must be executed by the Township with the Department which defines PennDOT's responsibility for design and construction of the bridge and establishes that continuing ownership and maintenance are the responsibility of the Township. If the Township refuses to execute the agreement at that point, the Township shall be deemed to have refused to participate in the program which relieves PennDOT from future cost sharing for repair of the structure. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously to authorize the Township Manager, Richard Schnaedter, to sign the PennDOT Local Bridge Bundling Program participation letter. There was no public comment.

e) Growing Greener Grant – Hilltown Ridge Riparian Buffer – Mr. Wynn stated the Township a Growing Greener Grant Award in the amount of \$64,300.00 for the riparian improvements application submitted in July 2015. Since the amount of the grant was less than had been requested, a revised scope of work was done including the riparian forest buffer restoration, removal/control of invasive species, and removal of farm field underdrain. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously, to authorize the Board of Supervisors to execute the signature pages of the Growing Greener Grant application. There was no public comment.

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8. UNFINISHED BUSINESS: None.

9. NEW BUSINESS:

a) Lynn Bush Presentation Bucks County Planning Commission – Update Comprehensive Plan – Lynn Bush, Executive Director of the Bucks County Planning Commission, discussed the proposal given to the Board of Supervisors to update the Hilltown Township's 2003 Comprehensive Plan. Items in consideration for updating the plan are: 1. It provides an opportunity for the Township to look long term. 2. It will provide a basis for modifying ordinances or zoning map. 3. New things will come up that can be included in the comprehensive plan as in energy facilities, etc. 4. Hazard Mitigation planning is obligated to be done every five years. Ms. Bush proposed an option for a survey/questionnaire for the residents, and a non-residential development and economic activity. Chairman McIlhinney stated this is a good opportunity to start off correctly regarding words, example: scenic vistas, historic, etc. Ms. Bush stated they try to reflect the community and sort through the views and goals of the community. Chairman McIlhinney also stated looking at commercial/industrial areas and do a better job in the Township to expand opportunities for businesses. Supervisor Bennington questioned if Dave Sebastian would be the lead in the update of the Comprehensive Plan, and stated he would like to do the survey. Chairman McIlhinney agreed on the survey but would like to review the questions that will be asked. Supervisor Groff discussed updates vs re-writes, and areas that will be dived into such as the commercial and industrial areas. Ms. Bush stated those areas will have to be determined up front. Supervisor Groff also agreed to the survey. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, to approve the Planning Services Agreement and authorize the execution of the agreement for the update of the Hilltown Township Comprehensive Plan. There was no public comment. It was also noted that the Township Planning Commission will be the working group on the project.

b) Park & Recreation Presentation – Emily Coleman and Bill Riemenschneider were present to propose the 1st Annual Spring Fair consisting of various local businesses and organizations to foster community spirit. The participants would provide a table to promote their business/organization through give-a-way items and business cards. Chairman McIlhinney stated nothing like this has been done in Hilltown and they have always treated the Park & Rec as basically sports oriented, arts and crafts for children, etc., and the vendors shown in this proposed Spring Fair are more into ecology and farming which does not fit into a Park & Rec program. Supervisor Bennington stated they should focus on the Easter Egg Hunt and the Fall

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Festival and possibly plan this in conjunction with the Fall Festival. Supervisor Groff stated he likes their enthusiasm and also agreed that the festival may be incorporated with the Fall Festival. Ms. Coleman also presented a mock up Facebook page to get the community aware of what is going on in the Township and it would be a supplement to the Township website. After discussion, approval was given for the Park & Rec Committee to set up a Facebook page and they shall coordinate with the Township Manager on everything in regards to the Facebook page. Mr. Riemenschneider stated ten trees were donated to the Hilltown Historical Society, through the Pennsylvania Horticultural Society, and they will be planted in the spring. Also, through the Horticultural Society, 40, seven foot, bare rooted trees will be donated to Hilltown Township to the park of their choice for fall planting.

c) Request for a Staff Meeting with Dr. Leah Garlan – proposed additional parking at client office – Township Manager, Richard Schnaedter, stated Dr. Leah Garlan requested a staff meeting in regards for additional parking at the office. Motion was made by Supervisor Groff, seconded by Supervisor Bennington, and carried unanimously, for the Township Manager to schedule a staff meeting with Dr. Leah Garlan with the Township Solicitor and the Township Engineer. There was no public comment.

d) Township Manager, Richard Schnaedter, stated the Floodplain Ordinance and FEMA regulations require the appointment of a Floodplain Administrator. Motion was made by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously, to appoint Mr. C. Robert Wynn as Hilltown Township's Floodplain Administrator. There was no public comment.

10. SUPERVISOR'S COMMENTS: Supervisor Bennington stated in the last PSATS magazine, there is funding available for updating traffic signals and completing recreation and conservation projects and asked the Township Manager to review the article.

11. PUBLIC COMMENT: Mr. Jerry Guretse, President of the Telford Fire Company, stated the Montgomery County 5th District Association had their annual awards dinner and Chief Bob Wisneski received the Fire Fighter of the Year Award for his actions taken in an accident on Route 113 where he administered CPR to a young child that was in critical condition until medical help arrived. Also, Hilltown resident, Barry Lederach, was awarded Earl Mayor's Award for activities both in the fire company and out of the fire company. Over the years things

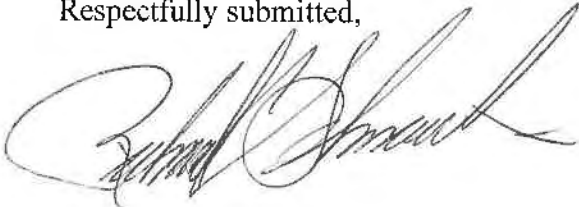
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have changed in the fire service as in being called upon for more medical assists and pit crew CPR assisting medics. Mr. Guretse stated they have 22 active fire fighter members in Emergency Medical Responder Training and three members going to EMT school. Mr. Guretse also noted they have direct dispatch from Bucks County with no time delay.

Solicitor Harris discussed the intersection at Route 152 and Rickert Road and the visual impairment of the fence and the tree. It was stated the Township Manager will contact the home owner and report at the March Board meeting.

12. PRESS CONFERENCE: No members of the press were present.
13. ADJOURNMENT: Upon motion by Supervisor Bennington, seconded by Supervisor Groff, and carried unanimously, the February 23, 2015 Hilltown Township Board of Supervisors Meeting was adjourned at 8:45 PM.

Respectfully submitted,



Richard C. Schnaedter
Township Manager/Secretary

(*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).