

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULARLY SCHEDULED MEETING
Monday, April 14, 2008
7:00PM**

The regularly scheduled meeting of the Hilltown Township Board of Supervisors of April 14, 2008 was called to order by Chairman Richard J. Manfredi at 7:02PM and opened with the Pledge of Allegiance.

Also present were: John B. McIlhinney, Vice-Chairman
Barbara A. Salvadore, Secretary/Treasurer
Christopher S. Christman, Township Manager
Christopher E. Engelhart, Chief of Police
Lynda S. Seimes, Administrative Asst. to the Township Manager

Chairman Manfredi introduced and welcomed the newly appointed Township Manager, Christopher S. Christman, who completed his first day of employment today. He also recognized two Boy Scouts in attendance this evening that are working on their citizenship in the community merit badge, Mr. Ted Linde-Zwierble and Mr. Allen O'Hara.

A. CHAIR ANNOUNCEMENTS:

1. The Board met in Executive Session on April 11, 2008 to discuss personnel and real estate matters; and will also meet in Executive Session on Friday, April 25, 2008 and Saturday, April 26, 2008 in order to discuss legal, personnel, and real estate issues.

2. The 2008 Southeastern PA Household Hazardous Waste and Computer Recycling Program dates/times and locations have been established. The closest location is scheduled for June 21, 2008 from 9AM to 3PM at the Upper Bucks Vo-Tech School, 3115 Ridge Road. For additional locations and dates or for more information, please visit our website at www.hilltown.org or contact the Township administrative office during normal business hours.

3. Hilltown Township will be holding a public Visioning Meeting on Wednesday, April 30, 2008 at 7:00PM in the Municipal Building to gather public input and ideas relating to the Village of Hilltown. Residents are asked to share their opinions and ideas for the future of Hilltown Village. The public's input will then be incorporated into the report, which will outline a series of recommendations to the Board of Supervisors.

B. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

C. CONSENT CALENDAR:

- Approval of Bills List dated April 15, 2008
- Acceptance of Financial Report as of March 31, 2008
- Acceptance of Public Works Report for the month of March 2008
- Acceptance of Police Report for the month of March 2008
- Acceptance of March 2008 Fire Company Reports - Souderton, Perkasic, Silverdale, and Dublin
- Acceptance of Gane Minor Subdivision Mylars for Signature
- Acceptance of Notification of Sketch Plan Staff Meeting for McDonald's Corporation.

Motion was made by Supervisor Salvadore, seconded by Supervisor McIlhinney, and carried unanimously to accept the Consent Calendar as noted above. There was no public comment.

D. UNFINISHED BUSINESS:

1. Consider creating Parks, Recreation and Open Space Committee – The Supervisors discussed a draft Resolution as prepared by Chairman Manfredi, which is reflective of a Resolution that was previously prepared by Solicitor Grabowski, merging both the Park and Recreation Board and the Open Space Committee.

The following amendments were proposed:

- Page 2, Section 4, third line – Supervisor McIlhinney requested that the word “**ALL**” be stricken.
- Page 3, Section 7 – Supervisor McIlhinney suggested the following language “Meetings will 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.”
- Page 3, Section 7.A – Supervisor McIlhinney noted a typographical error on line three, “**MEETING.**”
- Page 2, Section 6.A – The Board agreed to the following language “An annual organization meeting shall be held on the **first Tuesday in January following the Board of Supervisor’s annual Reorganization Meeting.**”

Motion was made by Supervisor Salvadore, seconded by Supervisor McIlhinney, and carried unanimously to **adopt Resolution #2008-9, as amended, which establishes the Hilltown Township Parks, Recreation, and Open Space Citizens Advisory Committee, as noted above;** conditioned upon final review of the draft Resolution and suggested revisions by the Township Solicitor. There was no public comment.

With the appointment of this committee, Chairman Manfredi stated that the Board of Supervisors will be creating the new position of Assistant Manager/Director of Parks, Recreation, and Open Space, who will guide and advise the Parks, Recreation, and Open Space Citizens Advisory Committee. Residents interested in serving on this advisory committee should forward letters of interest to the Township Manager, after which time public interviews of all candidates would be held.

E. NEW BUSINESS:

1. Consider authorizing Township Planner to review and revise all remaining sections of the Township Zoning Ordinance in accordance with all previous Board directives – Chairman Manfredi explained that he requested this item be placed on the agenda in an effort to address all other proposed Zoning Ordinance revisions that had been worked on by the Planning Commission and by this Board of Supervisors through various meetings over the summer months, but have not yet been addressed on a standalone Ordinance basis. He recommends that the Township Planner review and revise those drafts in the form previously prescribed by the Board so that the Zoning Ordinance can be completely updated. Chairman Manfredi noted that several Ordinances will be coming forward, such as Traditional Neighborhood Development and Conservation Design, etc. Supervisor Salvadore questioned the proposed timeline involved. Supervisor McIlhinney is not interested in pursuing a total rewrite of the Zoning Ordinance, which is what he feels occurred when the Bucks County Planning Commission was involved. He agreed that certain items need to be properly codified, and suggested that the Ordinance itself should be indexed and/or segmented to be more user friendly. Chairman Manfredi advised that the intent and the ultimate goal is to insure that the Township Zoning Ordinance, in its entirety, is completely revised to reflect the year 2008 and beyond. Supervisor McIlhinney wanted to make it clear that this directive is not an attempt to rewrite the Zoning Ordinance; rather in his opinion, it is an attempt to codify the Ordinance to make it more consistent. If any changes are made, Supervisor McIlhinney explained that it would go through the normal Public Hearing process before the Board of Supervisors. Lengthy discussion occurred.

Motion was made by Supervisor Salvadore to authorize the review and revision of all remaining sections of the Zoning Ordinance, not to include previously adopted standalone Ordinances. Prior to a second and a vote, discussion continued.

Supervisor Salvadore amended her original motion to authorize the Township Planner's review of the remaining sections of the Zoning Ordinance, not to include previously adopted standalone Ordinances, and for the Planner to provide any recommended revisions to the Board of Supervisors for consideration, on a timeline to be coordinated with the Township Manager. Motion was seconded by Supervisor McIlhinney and carried unanimously. There was no public comment.

2. Consider authorizing execution of Agreement for Use of Pennridge School District Facilities for Basketball Clinic – The Pennridge School District requires executed Agreements before reserving the gymnasium for use in the event of rain dates for the Hilltown Township/Sonny Hill Basketball Clinic this summer. Discussion took place.

Motion was made by Supervisor McIlhinney, seconded by Supervisor Salvadore, and carried unanimously to execute the agreement with the Pennridge School District for use of the high school gymnasium for two specific weeks this summer to hold the Hilltown Township/Sonny Hill Basketball Clinic, with details with respect to cost, etc. to be satisfactorily resolved with the Township Manager. There was no public comment.

3. Consider recommendation of Management Consultant to authorize advertisement of three Ordinances: Mr. Bob Pellegrino, Management Consultant, provided the Board with three Ordinances for consideration, which would authorize participation in the Delaware Valley Insurance Trust, the Delaware Valley Workers' Compensation Trust, and the Delaware Valley Health Insurance Trust for the Township's general liability insurance, workers compensation insurance and health insurance programs. He explained the premise of these insurance "Trusts," which are municipal self-insurance pools created in the 1980's and 1990's by municipal managers and elected officials in Bucks, Montgomery, Chester, Delaware, and Lehigh Counties to better control the spiraling cost of municipal insurance by "pooling" resources and sharing risks. As a condition of joining the Trusts, each municipality is required to adopt Ordinances and to execute a Trust Agreement detailing the services to be provided and the obligations of the member municipality. Trust premiums will generally be lower than those offered in the commercial market primarily from reduced administration expenses for Trust operations, and cost containment of claims through risk management, aggressive legal defense, and hands-on claims management involving member municipalities. The Township's current insurance policies renew on May 1st and the Trust is prepared to provide coverage as of that date. This date is only critical for the liability and workers' compensation policies since coverage is offered on an annual basis. The health insurance policies can be changed at the beginning of any month following discussion and consent by the collective bargaining units, and with proper notice (30 days) to the current health insurance carrier. Mr. Richard Lee, the Executive Director of the Delaware Valley Insurance Trust, was available to answer any questions the Board might have. Since DVIT was formed by municipalities and is managed by

municipalities, Mr. Lee feels there is a better understanding of municipal risk than the commercial markets might have. Lengthy discussion occurred.

Mr. Pellegrino has obtained quotes for the workers compensation coverage and the health insurance coverage, which would cause the Township to realize approximately \$75,000.00 total annual savings, with approximately \$25,000.00 saved on the workers compensation program and approximately \$50,000.00 saved on the health insurance program. Supervisor McIlhinney obtained the latest health insurance premium from Mrs. Leslie today, which would net an approximately \$120,000.00 savings. The Board directed Mr. Christman and Mr. Pellegrino to prepare comparisons of the health insurance coverage for the Board's consideration. Discussion took place.

Motion was made by Supervisor McIlhinney, and seconded by Supervisor Salvadore, to authorize Solicitor Grabowski's review of the three proposed Delaware Valley Insurance Trust Ordinances, and to advertise the Ordinances for possible adoption at the April 28, 2008 meeting. Prior to a vote, public comment was heard.

Public Comment:

1. Mr. Henry Rosenberger of Rt. 113 complimented the Board for researching other, more cost effective avenues for insurance coverage, noting that he personally has dealt with this type of insurance coverage since 1972, and has been very pleased.

Motion carried unanimously. There was no further public comment.

4. Consider formally establishing Member Liaison by the Chair -- Chairman Manfredi formalized the following Board Member Liaison appointments:

- Supervisor McIlhinney -- Commercial and Industrial Development
- Supervisor Salvadore -- Fire and Emergency Medical Service
- Chairman Manfredi -- Traffic and Transportation

Each Member Liaison would serve as the point of contact with the Township Manager where questions or issues arise relating to matters pertaining to fire and emergency medical services, commercial and industrial development, and traffic and transportation issues. Each Member Liaison would serve as the designated Board of Supervisor member to attend meetings held by the Township administration, where a quorum of members present would constitute a violation of the Sunshine Act. Each Member Liaison would serve as the lead person on behalf of the Board of Supervisors on any matters that come before the Board where Supervisor input is required on matters relating to commercial and industrial development, fire and emergency medical services, and traffic and transportation, provided that the Board Liaison shall not under any

circumstance make a policy decision or determination without the express prior approval of the full Board.

5. Consider recommendations on traffic matters – Chairman Manfredi and Chief Engelhart met with a representative of PennDot approximately three weeks ago for site visits and to discuss 8 areas in particular. Chairman Manfredi provided a status report on the following issues:

- Installation of a traffic signal at Rt. 152 and Hilltown Pike will move forward, but is presently on hold until the Hilltown Village project is substantially complete.
- State Representative Robert Godshall of Franconia Township, Montgomery County enlisted the Township's assistance with a lane reconfiguration to allow the present "Right Turn Only" to be changed to a "Straight and Right Turn," which would allow the left turn traffic to move at the intersection of County Line Road and Cherry Lane.
- Gore markings (striping) were previously removed from the shoulders of Rt. 113 at its intersection with Diamond Street. It had been suggested that the intersection be reconfigured to allow left-turn movements in all directions, which PennDot has agreed to. It is anticipated that center left turn lanes would be installed on both Diamond Street and Rt. 113 during the next several months. Chairman Manfredi is seeking the Board's support of this proposal.
- Chairman Manfredi also suggested that PennDot consider left turn advance phasing for Callowhill Road at its intersection with Rt. 113. He is seeking Board approval to make this formal request.
- With respect to the Rickert Road and Callowhill Road intersection, which contains an awkward jog in the roadway, PennDot has agreed to consider the installation of larger size Stop Signs on Callowhill Road, along with a "Stop Ahead Sign" as needed.
- The Minsi Trail and Blue School Road intersection has been discussed several times as well. A resident had asked Chairman Manfredi if a reduction of speed limit or perhaps a four-way stop could be considered. PennDot requires the Township to request a feasibility study for a multi-way Stop Sign, and to re-evaluate the speed limit on Minsi Trail, and suggested that the Township approach the property owner on the

northwest side of the intersection of Minsi Trail and Blue School Road about providing a clear sight triangle for the intersection.

- Concerning the Fairhill Road and Diamond Street intersection, PennDot has replaced missing crossroad signs with 35 mph advisory signs on Diamond Street. The clear sight triangle on Fairhill Road as motorists approach Diamond Street is of concern. Chairman Manfredi suggested that the Board authorize the Township Traffic Engineer to review that intersection.
- Review of the Rt. 113 and Minsi Trail intersection also took place. The PennDot representative felt that certain line striping and signage (Stop Sign Ahead) could assist with the number of traffic accidents that seem to be occurring at that intersection.
- Minsi Trail from Rt. 113 toward Blooming Glen Road recently had the barriers repaired. PennDot did not indicate when they plan on widening or repairing the shoulders, which are currently in very poor condition and continue to break apart.
- Not related to his meeting with the PennDot representative, Chairman Manfredi has noticed that there has been an increase of parking in the Village of Blooming Glen on both sides of Blooming Glen Road, particularly very close to the intersection with Rt. 113, which can cause difficulty for those motorists turning onto Blooming Glen Road from Rt. 113. It would be Chairman Manfredi's suggestion to limit parking to one side of the street or to totally prohibit parking on Blooming Glen Road from Rt. 113 to Hayhouse Road.

Motion was made by Supervisor McIlhinney and seconded by Supervisor Salvadore to authorize Mr. Christman to draft correspondence to PennDot addressing the following issues – to formally request that PennDot evaluate the feasibility of left-turn advance phasing at the Callowhill Road and Rt. 113 intersection in both directions; to conduct a feasibility study of a multi-way Stop Sign at Minsi Trail and Blue School Road and to re-evaluate the speed limit on Minsi Trail; to install reflectors on the Stop Sign posts at the intersections of Minsi Trail and Rt. 113 and on Callowhill Road at its intersection with Rickert Road; to repair the failing shoulders along Minsi Trail from Rt. 113 to Hayhouse Road; and to support PennDot's proposal to install center left turn lanes at the intersection of Rt. 113 and Diamond Street in all directions. Prior to a vote, public comment was heard.

Public Comment:

1. Mrs. Judy Greenhalgh of 874 Blooming Glen Road is opposed to prohibiting parking along Blooming Glen Road from Rt. 113 through Hayhouse Road, which would be a major inconvenience for the long-time residents of the village. It appears to Mrs. Greenhalgh that the problem may lie with the employees of the businesses in the newly renovated building located at the corner of Rt. 113/Blooming Glen Road who park too close to the intersection. As a start, Supervisor Salvadore suggested that the distance for parking from an intersection should be enforced, and also suggested that the curb be painted for no parking.

2. Mrs. Helen Jagger of Hatfield Township is very concerned with traffic issues with respect to the new Lansdale Catholic high school that is proposed to be constructed at the intersection of Rt. 152 and Rickert Road. Mrs. Jagger conducted her own traffic count at the present location of Lansdale Catholic and found that 398 cars and 39 busses entered their parking lot in one morning.

Chairman Manfredi explained that this particular public comment period is strictly on the motion made by Supervisor McIlhinney. If and when the Arch Diocese submits a plan to the Township, the Board of Supervisors and Planning Commission will hold public meetings regarding the proposal at which time Mrs. Jagger's comments would be more appropriate.

Supervisor McIlhinney objected to Mrs. Jagger's comments, who is not a resident of Hilltown Township, noting she is obviously opposed to the Arch Dioceses plans for construction of a new high school in Hilltown Township, however that is not the topic of discussion at this time.

Motion carried unanimously. There was no further public comment.

F. BOARD MEMBER COMMENT:

1. Supervisor Salvadore recently met with six of the seven fire chiefs, with Chairman Manfredi and Supervisor McIlhinney in attendance. She intends to prepare a full written report within the next month.

2. Supervisor Salvadore had the privilege of attending a Conservation for Private Landowners presentation held by the Conservation Committee of West Rockhill Township on April 2, 2008, with which she was very impressed. The program included speakers from organizations such as the Natural Lands Trust, West Rockhill Township's own Conservation Committee, the Heritage Conservancy, the Bucks County Conservation District, and an attorney who spoke to the issue of Federal and State

income tax consequences from the contribution of conservation easements. Supervisor Salvadore feels a similar program would be beneficial to Hilltown Township.

3. Supervisor McIlhinney requested that the following be considered for a future agenda item – “Discussion of duties of the Zoning Officer and duties of the Supervisors with respect to enforcement of the Zoning Ordinance.”

4. Chairman Manfredi requested that the Blooming Glen Village Study Committee Mission Statement be an item for discussion on the next meeting agenda.

5. Chairman Manfredi asked that the Emergency Management Coordinator be advised that Mr. Christopher Christman, Township Manager, has been designated as the new point of contact for the Township Board of Supervisors.

6. Chairman Manfredi referred to correspondence from Mr. Wynn, Township Engineer, regarding the Hatfield Township Authority’s desire to serve properties within Hilltown Township and Act 537 planning for Hatfield Township. The Board directed Mr. Christman, together with Mr. Wynn, and Solicitor Grabowski, to review this documentation and report their findings and recommendations to the Board of Supervisors.

7. Chairman Manfredi announced that the Board would meet in Executive Session immediately following this meeting to discuss an employment matter.

G. PUBLIC COMMENT: None.

H. PRESS AND MEDIA TIME: A conference was held to answer questions of those reporters present.

I. ADJOURNMENT: Upon motion by Supervisor Salvadore, seconded by Supervisor McIlhinney, and carried unanimously, the April 14, 2008 Hilltown Township Board of Supervisors meeting was adjourned at 9:04PM.

Respectfully submitted,



Lynda Scimes

Administrative Assistant to the Township Manager

***(These minutes are not considered official until approved by the Board of Supervisors at a public meeting).**