

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULARLY SCHEDULED WORKSESSION MEETING
Monday, May 10, 2004
7:30PM**

The regularly scheduled meeting of the Hilltown Township Board of Supervisors was called to order by Chairperson Kenneth B. Bennington at 7:35PM and opened with the Pledge of Allegiance.

Also present were: George C. Egly, Vice-Chairperson
Richard J. Manfredi, Supervisor
Gregory J. Lippincott, Township Manager
Thomas A. Buzby, Director of Public Works
Christopher Engelhart, Chief of Police
Lorraine E. Leslie, Township Treasurer

Chairperson Bennington announced that the Supervisors met in Executive Session following the April 26, 2004 meeting to discuss personnel, and also met in Executive Session prior to the meeting to discuss personnel and real estate.

A. PUBLIC COMMENT ON AGENDA ITEMS ONLY:

1. Mr. Jack McIlhinney of Broad Street asked why the Planning Commission had to recommend approval of the additions to the Agricultural Security District, when the Agricultural Security District Committee already recommended those additions for approval, as referred to on page 8 of the April 26, 2004 meeting minutes. Mr. Lippincott explained that it is a requirement of Act 43 that the Planning Commission provide a recommendation to the Board of Supervisors.

Further, with regard to page 10 of the April 26, 2004 meeting minutes, second last paragraph, which states "Supervisor Manfredi commented that Mr. Kulesza currently serves on the Open Space Committee, and suggested that he continue to do so until another individual can be appointed to that vacancy." Mr. McIlhinney believes that the Resolution the Board adopted creating the Open Space Committee prohibits members from serving on any other Township board or commission. Mr. Lippincott will review the requirements of that Resolution.

B. APPROVAL OF MINUTES: Action on the minutes of the April 7, 2004 Joint Meeting of Supervisors and Planning Commission: Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to approve the minutes of the April 7, 2004 Joint Meeting of the Supervisors and Planning Commission as written. There was no public comment.

Action on the minutes of the April 12, 2004 Worksession Meeting: Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to approve

the minutes of the April 12, 2004 Worksession Meeting, as written. There was no public comment.

Action on the minutes of the April 26, 2004 Supervisor's Meeting: Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to approve the minutes of the April 26, 2004 Supervisor's Meeting, as written. There was no public comment.

C. PUBLIC WORKS REPORT – Mr. Thomas A. Buzby, Director of Public Works – Mr. Buzby presented the Public Works Report for the month of April, 2004; a copy of which is on file at the Township office.

Supervisor Manfredi asked how many acres of open space land the Public Works Department mows on a regular basis. Mr. Buzby replied that well over 100 acres of open space land is mowed, with three employees usually committed to this type of maintenance. Discussion took place.

Openings took place on Friday, May 7, 2004 for Bid #2004-1 – Year 2004/2005 39,000 GVW Dump Truck, and Bid #2004-2 – Year 2004/2005 19,500 GVW Dump Truck. Bid results are as follows:

Bid #2004-1 – Year 2004/2005 39,000 GVW Dump Truck
Bergey's GMC, Inc. - \$89,933.60

Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to award Bid #2004-1 (Year 2004/2005 39,000 GVW Dump Truck) to Bergey's GMC, Inc. in the amount of \$89,933.60. There was no public comment.

Bid #2004-2 – Year 2004/2005 19,500 GVW Dump Truck
Bergey's GMC, Inc. - \$61,990.95

Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to award Bid #2004-2 – (Year 2004/2005 19,500 GVW Dump Truck) to Bergey's GMC, Inc. in the amount of \$61,990.95. There was no public comment.

D. POLICE REPORT – Chief Christopher Engelhart – Chief Engelhart presented the Police Report for the month of April, 2004; a copy of which is on file at the Township office.

Chief Engelhart and Chairperson Bennington attended a Grant Writing Seminar last week, which provided valuable information on methods to obtain funding that the Police Department might not normally be able to obtain.

Chief Engelhart continues to actively gather proposals for the feasibility study for the possible renovation and expansion of the Police Department.

E. BUILDING REPORT – Mr. Taylor was not present. A copy of this report is on file at the Township office.

F. HILLTOWN AUTHORITY REPORT – Mr. James C. Groff, Authority Manager – Mr. Groff presented the Hilltown Authority Report for the month of April, 2004; a copy of which is on file at the Township office.

G. HILLTOWN FIRE COMPANY REPORT – Mr. Mike McGinnis – Mr. McGinnis read the Hilltown Fire Company Report for the month of April, 2004; a copy of which is on file at the Township office.

H. SILVERDALE FIRE COMPANY REPORT – Mr. John Gillespie, Fire Chief – Mr. Gillespie read the Silverdale Fire Company Report for the month of April, 2004; a copy of which is on file at the Township office.

I. PLANNING COMMISSION REPORT – Mr. D. Brooke Rush, Chairperson – Mr. Rush presented the Planning Commission Report for their worksession meeting of May 3, 2004; a copy of which is on file at the Township office.

Public Comment:

1. Mr. Jack McIlhinney of Broad Street commented that the proposed Trade Ordinance, when it was first considered approximately one year ago, called for a 3-acre minimum lot size, which was thought to be amenable to young families operating a trade business. However, the Township is now considering a 5-acre minimum, which Mr. McIlhinney believes would deter many small business owners due to monetary considerations. Mr. McIlhinney suggested that the Township reconsider the 3-acre minimum lot size for the Trade Ordinance. In addition, parking requirements based on the square footage of the building proposed was previously discussed by the Planning Commission with regard to the Trade Ordinance, however it now appears that the Township is considering limiting the parking to four parking spaces for employees who are not family members. Mr. McIlhinney encouraged the Board to reconsider this parking space requirement as well.

2. Mrs. Alice Kachline of Mill Road asked if the proposed Trade Ordinance requires the business operator to be the owner of the property. Mr. Rush replied that it does, and it also requires them to actually live on the property as their primary residence. It was Supervisor Manfredi's understanding that the proposed Trade Ordinance was intended to be for a property owner to conduct a trade – not an industrial or commercial use - from

their home as an accessory use only to their residence. Mr. Rush agreed. Discussion took place.

J. PARK AND RECREATION BOARD REPORT – Mr. Jon Apple, Chairperson – Mr. Apple presented the Park and Recreation Board Report for the month of April, 2004.

Mr. Apple reminded those in attendance of the Memorial Day event to take place at the Hilltown Civic Park at 10:00AM on Monday, May 31, 2004. This year's Theater Camp program is presently in limbo due to insurance issues with the camp administrator, who has until June 1, 2004 to provide the requested information. The Park and Recreation Board would be meeting with athletic field users on Thursday, May 13th to discuss field use and the proper care required to keep those fields in good condition.

Mr. Apple commended the Board on obtaining the services of the Bucks County Planning Commission to assist the Planning Commission.

K. OPEN SPACE COMMITTEE REPORT – No one was present.

L. ZONING HEARING BOARD REPORT – No one was present. A copy of the report for the month of April 2004 is on file at the Township office.

Public Comment:

1. At a previous meeting, Mrs. Judy Greenhalgh of Blooming Glen had asked the Supervisors to establish monthly inspections of the quarry. On March 9, 2004, Mrs. Greenhalgh, Mr. David Taylor, Mr. John Ross, and Mr. Tony Jeramias went on a tour of the contractor's area of the Blooming Glen Quarry. Discussion at that time centered on the tires currently being piled in the area. Mr. Taylor had suggested that the tire pile be tarped, however Mrs. Greenhalgh recently walked the quarry berm and that has not yet been done.

Mrs. Greenhalgh asked if a building permit had been applied for and issued to erect a building in the middle of the contractor's area of the site. Further, Mrs. Greenhalgh questioned the berm of topsoil that shoots out behind the Bishop property, which is located approximately 8 inches to 12 inches from the Bishop property. According to the 2001 Agreement "stockpiles shall not exceed 50 ft. in height and shall not be located closer than 200 ft. from any lot line." As far as Mrs. Greenhalgh is concerned, topsoil is considered a "stockpile." Mr. Lippincott advised that Mr. Taylor inspected the site last Monday and intends to do so on a monthly basis. Mr. Taylor will be directed to contact Mrs. Greenhalgh with the answers to her inquiries.

M. CONFIRMED APPOINTMENTS:

1. Mrs. Julia Davis – Dunlap and Associates –Mrs. Davis provided a brief review of the 2003 audit with the Board. At the end of December 2003, there was \$40,117.00 in the General Fund, \$620,997.00 in the Special Revenue Funds, of which a majority is the Open Space Funds, and \$76,436.00 in the Capital Projects Fund. The total cash for the year, in all funds, was \$1,936,000.00. For 2003, total revenue in the General Fund was \$4,300,000.00, as opposed to \$3,952,000.00 in the prior year, which is an increase of \$360,000.00 or 9% from the prior year. Areas responsible for that increase include Transfer Taxes and Building Permits. Total expenditures for the year were \$5,214,000.00, which included the cost of construction of the new Public Works building in the amount of \$1.3 million dollars. For total revenues collected in 2003, \$3.8 million dollars was budgeted, and the actual revenues collected was \$4.3 million dollars. The total expenditures budgeted for 2003 was \$5.2 million dollars, and the actual expenditure was \$5.2 million dollars. With regard to Police and Non-Uniform pension plans, both are slightly over-funded and healthy. Discussion took place concerning the GASB-34, which will go into affect in 2004.

Chairperson Bennington thanked the Township staff for their assistance during the audit process, which notes no discrepancies.

N. MANAGER'S REPORT – Mr. Gregory J. Lippincott, Township Manager –

1. National Geomatica is a company that provides GIS capabilities to local municipalities for a charge of \$10.00 per building permit. There is no upfront cost, no cost for map preparation, no hardware cost, and no cost for the municipal automation software. Future costs necessary to update the system are borne by applicants for building permits. There is no penalty for terminating the service, which can be done at any time. All data created during their tenure is provided to the Township in open database format to be used in any other program the Township may eventually use. Discussion took place. The Supervisors directed Mr. Lippincott to prepare an alternative analysis of the various companies who provide GIS capabilities.

2. Mr. Lippincott met with Stephanie Shafkowitz, the Hatfield Township Manager, who presented a plan for the realignment of County Line Road, a copy of which is available for review at the Township office. Mr. Lippincott will be attending an additional meeting on this subject on May 18, 2004

3. The staff and Mr. Wynn will be meeting with Cowan Associates with respect to the proposed commercial development project at Rt. 313 and Quarry Road for Shawn Touhill. The applicant has provided the required \$500.00 escrow.

O. CORRESPONDENCE – Mr. Gregory J. Lippincott, Township Manager –

1. Proposed correspondence to the Bucks County Planning Commission, supporting the Delaware Estuary Grants Program grant application for the Pennridge Area Coordinating Committee was presented for Supervisor's review.

2. The Hilltown Fire Company and Sellersville Fire Company's 2004 Fire Protection Agreements will be available for the Board's signatures following this meeting. Discussion took place.

Motion was made by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously to sign the Hilltown and Sellersville Fire Companies 2004 Fire Protection Agreements following this meeting. There was no public comment.

P. MYLARS FOR SIGNATURE: None.

Q. PUBLIC COMMENT:

1. Mrs. Judy Greenhalgh of Blooming Glen Road asked if the Supervisors have had the opportunity to review the packet of information she provided regarding H & K Quarry and the ten area wells. Chairperson Bennington has not yet read that information, however he intends to prior to the next Quarry Public Hearing tentatively scheduled for June 3, 2004.

Also, at the last meeting, Mrs. Greenhalgh had questioned Blooming Glen Quarry receiving a permit to dig deeper. She has since learned that this permit refers only to the existing hole, it does not impact the expansion, and it is only for the Blooming Glen quarry location, not the Skunk Hollow Road quarry location.

Discussion took place concerning recent newspaper articles regarding the quarry's expansion request and it's affect on neighboring groundwater supplies.

2. Mr. Bill Godek of 206 Broad Street asked the status of the Braccia Subdivision located on Hilltown Pike. Mr. Lippincott believes it is in the preliminary stage of the subdivision process. Discussion took place.

Mr. Godek requested that the Township newsletters, which were received in May, be mailed in a more timely fashion, since there were dates in the newsletter regarding tax information that referred to March of this year.

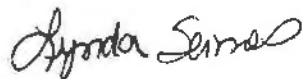
R. SUPERVISOR'S COMMENTS:

1. Chairperson Bennington will not be present at the May 24, 2004 meeting since he will be in Ireland on vacation.

S. PRESS CONFERENCE: A conference was held to answer questions of those reporters present.

T. ADJOURNMENT: Upon motion by Supervisor Egly, seconded by Supervisor Manfredi, and carried unanimously, the May 10, 2004 Hilltown Township Board of Supervisors Worksession Meeting was adjourned at 9:11PM. There was no public comment.

Respectfully submitted,



Lynda Seimes

Township Secretary

(*These minutes were transcribed from tape recordings taken by Mrs. Lorraine Leslie, Township Treasurer).