

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULARLY SCHEDULED WORKSESSION MEETING
Monday, February 11, 2002
7:30PM**

The regularly scheduled worksession meeting of the Hilltown Township Board of Supervisors was called to order by Chairperson John S. Bender at 7:30PM and opened with the Pledge of Allegiance.

Also present were: Kenneth B. Bennington, Vice-Chairperson
Betty P. Snyder, Supervisor
Gregory J. Lippincott, Township Manager
Christopher Engelhart, Sgt.
Thomas A. Buzby, Director of Public Works
David W. Taylor, Code Enforcement Officer
Lorraine E. Leslie, Township Treasurer

Chairperson Bender announced the Board met in Executive Session following the January 28, 2002 meeting in order to discuss legal matters.

A. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

B. APPROVAL OF MINUTES – Action on the minutes of the January 28, 2002 Supervisor's Meeting – Supervisor Snyder noted the following correction to page 13, last paragraph, which should read "Request for waiver of street improvements along the frontage of the site as noted in Item 1.A including curb and sidewalk, was unanimously recommended for approval by the Planning Commission, provided the applicant contributes a fee-in-lieu of sidewalk based on lot frontage to the Township Capital Fund."

Supervisor Bennington noted the following correction to page 21, second paragraph, which should read "Motion was made by Supervisor **Bennington**, seconded by Supervisor **Snyder**, and carried unanimously to direct the Township Solicitor to contact Heritage Building Group regarding the Longleaf Estates Subdivision to advise them of their requirement to request an extension in the time frame for completion of improvements and to increase the financial security, or they will be found in default. There was no public comment."

Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to approve the minutes of the January 28, 2002 Board of Supervisors Meeting, as corrected. There was no public comment.

C. TREASURER'S REPORT – Chairperson Bender presented the Treasurer's Report with the following balances as of December 31, 2001:

General Fund Checking	\$ 84,151.81
Payroll Fund Checking	\$ 98.56
General Reserve Fund	\$ 127,541.05
Open Space Fund	\$ 178,881.13
Fire Fund Checking	\$ 2,029.75
Debt Service Fund Checking	\$ 127,014.39
State Highway Aid Fund Checking	\$ 30,642.49
Escrow Fund Checking	\$ 306,578.18
Capital Projects Fund	\$ 144,029.61

Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to approve the Treasurer's Report dated December 31, 2001, subject to audit. There was no public comment.

Chairperson Bender presented the Treasurer's Report with the following balances as of January 31, 2002:

General Fund Checking	\$ 4,598.11
Payroll Fund Checking	\$ 98.56
General Reserve Fund	\$ 33,541.05
Open Space Fund	\$ 200,328.68
Fire Fund Checking	\$ 3,156.93
Debt Service Fund Checking	\$ 129,268.59
State Highway Aid Fund Checking	\$ 15,947.41
Escrow Fund Checking	\$ 314,067.37
Capital Projects Fund	\$1,143,806.26

Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to approve the Treasurer's Report dated January 31, 2002, subject to audit. There was no public comment.

D. PUBLIC WORKS REPORT – Mr. Thomas A. Buzby, Director of Public Works – Mr. Buzby read the Public Works Report for the period of December 10, 2001 through February 9, 2002; a copy of which is on file at the Township office.

Chairperson Bender announced the annual Road Inspection will take place on Saturday, March 23, 2002 at 7:30AM.

Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to advertise the annual road inspection for Saturday, March 23, 2002 at 7:30AM. There was no public comment.

Supervisor Snyder noticed the "Stop Ahead" markings painted on Fairhill Road at its intersection with Diamond Street, and believes it will be a big help in making motorists aware of the intersection.

E. POLICE REPORT – Christopher Engelhart, Sgt. – Sgt. Engelhart presented the Police Report for the months of December, 2001 and January, 2002; copies of which are on file at the Township office.

Chairperson Bender asked if the speed sign is being utilized on a regular basis. Sgt. Engelhart replied that the sign was out for repair for a lengthy period of time.

F. BUILDING REPORT – Mr. David W. Taylor, Code Enforcement Officer – Mr. Taylor presented the Building Report for the months of December, 2001, and January, 2002; copies of which are on file at the Township office.

Mr. Taylor advised that several complaints were received concerning the Archie's Pizza property. He visited the property and sent correspondence to the property owner, asking them to respond within 15 days. The legal counsel for Archie's Pizza contacted Mr. Taylor to obtain a Zoning Hearing Board application, though an appeal has not yet been filed. If the appeal is not filed by this Friday, Mr. Taylor intends to proceed with enforcement action on that property.

As a result of a complaint issued on October 1, 2001 regarding junk vehicles on a property, Mr. Taylor issued an Enforcement Notice, to which the property owner had requested an extension for compliance. The extension was granted, however the site was not brought into compliance by the deadline of noon today. Mr. Taylor noted that the property owner did request an additional extension this morning, however he did not seek any specific time period for extension. Mr. Taylor explained that there are three vehicles remaining on the property that are not currently licensed, inspected, or registered.

Supervisor Bennington suggested that the Township move forward with the enforcement process and Supervisor Snyder agreed. A lengthy discussion took place.

Motion was made by Supervisor Bennington, seconded by Supervisor Snyder, and carried unanimously to authorize the Township Solicitor to begin prosecution proceedings against the property owner of 156 Sterling Drive, if compliance does not take place by February 28, 2002. There was no public comment.

Mr. Taylor advised that the Fire Prevention Bureau has once again recommended adoption of a Township-wide sprinkler Ordinance, which would affect all new construction. He is seeking authorization to begin drafting the Ordinance. Supervisor Bennington asked how a new dwelling located in an area without public water could

comply. Mr. Taylor explained that a tank and pump system could be constructed in that instance. Supervisor Snyder asked how such an Ordinance would fit with the new Statewide BOCA Code. Mr. Taylor replied that the current form of the Statewide BOCA Code would not require sprinklers in new residential construction. It is his personal opinion that BOCA is working toward such a requirement in the distant future.

Motion was made by Supervisor Bennington, seconded by Supervisor Snyder, and carried unanimously to authorize Mr. Taylor to begin drafting a Sprinkler Ordinance for all new construction in the Township, as specified above. There was no public comment.

Mr. Groff, Authority Manager, requested authorization to participate in the preparation of the proposed Sprinkler Ordinance. The Supervisors were agreeable.

G. HILLTOWN WATER AND SEWER AUTHORITY REPORT – Mr. James C. Groff, Authority Manager – Mr. Groff presented the Authority Report for the month of January, 2002; a copy of which is on file at the Township office.

Bids for the proposed treatment facility will be opened on March 6, 2002 at 2:00PM.

Mr. Groff advised that Pennsylvania is presently under a drought warning. All three Hilltown Authority wells currently in use are maintaining consistent static and pumping levels, and Mr. Groff has not noticed any rate fluctuation either way, despite the lack of rainfall. The Hilltown Authority is asking all Township residents to conserve water usage at this time. Discussion took place.

The Authority has been contacted by several residents of Blooming Glen Estates located at the intersection of Blooming Glen and Quarry Roads concerning the location of the nearest water line. This is a ten-lot subdivision with a private water system with two wells to serve those lots. Apparently, the entire development is experiencing water shortages, and the wells have been deepened to 500 ft. Lowering the well pump resulted in total output of only 6 gallons per minute. Mr. Groff will be speaking to one of the residents this week to determine status of the subdivision's wells, which he will provide to the Board of Supervisors via e-mail. Supervisor Bennington asked how close the development is to an existing waterline. Mr. Groff replied that the development is approximately 4,600 feet (or just under a mile) from an existing waterline.

Mr. Groff presented a check in the amount of \$18,205.37, which represents the Township's portion of the Act 537 reimbursement from DEP.

Mr. John Gillespie of 310 Moyer Road asked the status of the Blooming Glen Quarry water study to determine the amount and quality of water pumped from the quarry on a daily basis. It is Mr. Groff's understanding that with the drought conditions, the

Blooming Glen Quarry went from pumping 700,000 gallons per day down to 200,000 gallons per day.

H. HILLTOWN FIRE COMPANY REPORT – Mr. Robert Grunmeier, Fire Chief – Mr. Grunmeier presented the Hilltown Fire Company Report for the month of January, 2002; a copy of which is on file at the Township office.

A lengthy discussion took place concerning the joint effort of the Hilltown Fire Company and the Perkasio Fire Company to purchase tactical/technical rescue equipment.

Mr. Grunmeier advised that one of their members, Mr. Shawn Shade recently moved to another community, and will most likely be resigning his position as Deputy Chief of the Hilltown Fire Company. Mr. Grunmeier noted that Mr. Shade has served Hilltown Township well, and requested that the Board of Supervisors prepare and present a Commendation for Mr. Shade. The Board was agreeable, and directed Mr. Grunmeier to contact Mr. Lippincott to determine what meeting the Commendation would be presented at.

I. SILVERDALE FIRE COMPANY REPORT – Mr. Keith Seifert, Fire Chief - Mr. Seifert presented the Silverdale Fire Company Report for the months of December, 2001 and January, 2002; copies of which are on file at the Township office.

J. PLANNING COMMISSION REPORT – Mr. John Kachline, Chairperson – Mr. Kachline read the Planning Commission report for the month of January, 2002; a copy of which is on file at the Township office.

K. PARK AND RECREATION BOARD REPORT – No one was present.

L. OPEN SPACE COMMITTEE REPORT - No one was present.

Chairperson Bender directed Mr. Lippincott to contact the chairpersons of the Park and Recreation Board and the Open Space Committee to advise them that a written report and their attendance at the regularly scheduled Supervisor worksession meeting would be greatly appreciated.

M. ZONING HEARING BOARD REPORT – Mr. John Snyder, Chairperson – Mr. Snyder read the Zoning Hearing Board Activity Report for the 2001 year, and the Zoning Hearing Board Report for the month of January, 2002; copies of which are on file at the Township office.

N. CONFIRMED APPOINTMENTS:

1. Mr. Dave Hirsch, Township Building Heating/Cooling System - A meeting was held two weeks ago with Diversified Refrigeration, Mr. Hirsch, and the Township staff to discuss the repair of the municipal building's heating and cooling system. It was determined that one of the problems to be rectified is the reheat coils. Mr. Hirsch suspects that there is sludge in the system caused by inadequate care and maintenance over the years. The system itself had not been chemically treated. Another problem is that when the system was designed and installed, there were no isolation valves and therefore, the reheat coils have no way of being segregated from the system. Mr. Hirsch suggested that the part #1 reheat coil in the conference room be investigated first. To do this, the system will be shut down in the administrative side of the building in order to isolate the reheat coil. The system will quickly be drained, valves will be installed, and the system will be re-filled. The coil will be removed for testing to determine its condition. A flow control valve will also be installed, because at present, there is no way of controlling the flow to any reheat coil in the building. For a cost of \$1,624.00, the contractor will isolate that system in the administrative conference room, remove the coil, and install a flow control valve and a two-way valve. If, after these steps are followed, the contractor discovers that there is a problem in the system itself, a silicon material would be added to circumvent the entire coil.

Mr. Hirsch explained that there are four coils on the administrative side of the building, two coils in the lobby, and four coils on the police side of the building. Supervisor Bennington asked the life span of a coil. Mr. Hirsch replied that coils, if they are treated properly, should last indefinitely, however in this case, it does not appear that the coils had any treatment since the system's inception. Mr. Hirsch noted that since proper maintenance was never done, there is a possibility that all of the coils may have to be replaced.

Further, the control system itself is essentially worthless. The contractor has provided cost estimates to replace the controls. In the Police Department, a very simple control system would be sufficient because it is a 24-hour per day, seven day a week operation. On the administrative side of the building, however, where there is the opportunity for the office to be unoccupied in the evenings and on weekends, a simple night setback thermostat would be installed. The existing control system in the boiler room, which was grossly oversized for this building, would then be abandoned.

The contractor's cost estimate to replace the controls and take care of the ten reheat coils is \$41,572.00. Mr. Hirsch explained that once the first reheat coil is investigated and reviewed, the contractor will know the exact cost to replace or repair the coils. It is likely that the cost could be less than that amount.

With regard to the meeting room, Mr. Hirsch stated that the system is grossly undersized. The contractor has prepared a cost analysis to supplement the system, rather than remove it, which would be much less expensive. A supplemental system would cost approximately \$25,000.00.

Mr. Hirsch is seeking authorization to expend \$1,625.00 to begin repairs on the administrative conference room. To begin cleaning coils and replacing controls Mr. Hirsch estimates that the total would not exceed \$41,500.00. The replacement of the administrative area controls and the Police Department area controls would be approximately \$8,200.00 each, the meeting room cost would be approximately \$2,600.00, and the lobby area would cost approximately \$2,600.00.

Motion was made by Supervisor Bennington, seconded by Supervisor Snyder, and carried unanimously to authorize the expenditure of \$1,625.00 to begin repairs to the heating/cooling system on the administrative conference room. There was no public comment.

The Supervisors thanked Mr. Hirsch for his generous donation of time to work on this project, stating that it is much appreciated.

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

1. The Township received a very generous offer from David Erb, Incorporated, offering to donate services to complete the site preparation work for the new Public Works building that is proposed behind this building. Mr. Erb is a resident of Hilltown Township. Chairperson Bender felt Mr. Erb's offer was outstanding, and noted that he continues to be amazed by these individuals who donate their time and services to assist the Township.

2. Correspondence has been received from the Pennridge School District concerning the Township's offer of purchasing defibrillators for the Grasse and Seylar Elementary Schools. The School District, however, believes that the high school is the most appropriate location and grade level for defibrillator donations, with the second most appropriate location and grade level being Penn Central or Penn South Middle Schools, rather than the Grasse or Seylar Elementary School, as proposed by the Supervisors.

The Board agreed to table this issue for further consideration.

3. On February 6, 2002, the Bucks County Commissioners unanimously approved the joint purchase between Hilltown Township and Dublin Borough, of 38 acres of open space on Frontier Road. Settlement is scheduled for February 15, 2002.

4. Mr. Lippincott presented the Zoning Report; a copy of which is on file at the Township office.

5. Notification was received from the Bucks County Planning Commission concerning the 2002 Regional Household Hazardous Waste Collection and Disposal Program. Dates are as follows:

April 20, 2002 at Tullytown Resource Recovery Facility, Tullytown Borough
July 20, 2002 at Middle Bucks Institute of Technology, Warwick Township
August 10, 2002 at Upper Bucks Vo-Tech School, Bedminster Township
September 21, 2002 at Quakertown Swimming Pool, Quakertown Borough
All collection times are from 9:00AM to 3:00PM

6. Mr. Lippincott sought authorization for the Township Solicitor to represent the Township at the Teed Zoning Hearing.

Motion was made by Supervisor Bennington, seconded by Supervisor Snyder, and carried unanimously to authorize the Township Solicitor to represent the Township at the Teed Zoning Hearing, yet to be scheduled. There was no public comment.

7. A recommendation was received today from the Emergency Management Coordinator and Assistant Coordinator, recommending the appointment of Mr. Keith Nace of 785 Minsi Trail for the position of the Emergency Management Agricultural Officer.

Motion was made by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously to appoint Mr. Keith Nace of 785 Minsi Trail to the position of the Emergency Management Agricultural Officer. There was no public comment.

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

1. Correspondence was received from Mr. Feryl Spaninger requesting that the speed limit on Twinbrook Road be reduced to 35 m.p.h.

Motion was made by Supervisor Bennington, seconded by Supervisor Snyder, and carried unanimously to authorize the Police Department to conduct a speed study on Twinbrook Road to potentially reduce the speed on that roadway to 35 m.p.h. There was no public comment.

2. Correspondence has been received from the Pennridge Community Day Committee, seeking the financial support of all eight Pennridge municipalities, as well as

the participation of police and fire personnel. This year's Community Day celebration will take place on July 7, 2002 in Lake Lenape Park, with a rain date of July 14th.

Motion was made by Supervisor Bennington, seconded by Supervisor Snyder, and carried unanimously to authorize the donation of \$100.00 toward fireworks and the attendance of two Hilltown Township Police Officers, as well as to provide worker's compensation coverage for Fire Police personnel for participation in Pennridge Community Day to be held on July 7, 2002. There was no public comment.

3. A letter has been received from Mr. Carl Tosi, the Bucks County Maintenance Manager of PennDot, advising of his retirement as of February 8, 2002. No successor to this position has yet been named.

Q. MYLARS FOR SIGNATURE: None.

R. PUBLIC COMMENT: None.

S. SUPERVISOR'S COMMENTS:

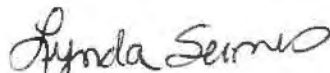
1. Supervisor Bennington asked for a status report on PennDot erecting a "Rt. 152 North" sign on Hilltown Pike, as had been discussed in the past. Mr. Lippincott has spoken to PennDot who advised that it is the Township's responsibility. Mr. Lippincott will direct Mr. Buzby to erect that sign as soon as possible.

2. Chairperson Bender noted that the Supervisors are seeking to make the Open Space Committee a permanent standing committee, rather than an ad-hoc committee, within the next few months.

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

U. ADJOURNMENT: Upon motion by Supervisor Snyder, seconded by Supervisor Bennington, and carried unanimously, the February 11, 2002 Hilltown Township Board of Supervisors Meeting was adjourned at 8:55PM.

Respectfully submitted,



Lynda Seimes

Township Secretary

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