

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS  
REGULARLY SCHEDULED WORKSESSION MEETING  
Monday, December 10, 2001  
7:30PM**

The regularly scheduled worksession meeting of the Hilltown Township Board of Supervisors was called to order by Chairperson Kenneth B. Bennington at 7:34PM and opened with the Pledge of Allegiance.

Also present were: John S. Bender, Vice-Chairperson  
Betty P. Snyder, Supervisor  
Gregory J. Lippincott, Township Manager  
Kerry L. Trauger, Chief of Police  
Thomas A. Buzby, Director of Public Works  
David W. Taylor, Code Enforcement Officer  
Lorraine E. Leslie, Township Treasurer

Chairperson Bennington requested a moment of silence in remembrance of the four Pennridge High School graduate students who died last week as a result of a tragic car accident – Matt Cressman, Kevin Waite, Heather Rogers, and Ty Myers; and for the untimely death of former Supervisor, William H. Bennett, Jr., who passed away on Saturday, December 8<sup>th</sup>.

Chairperson Bennington announced the Board met in Executive Session prior to this meeting in order to discuss legal and real estate matters.

**A. PUBLIC COMMENT ON AGENDA ITEMS ONLY:**

1. Mr. Jack McIlhinney felt it would be appropriate for the residents to be provided with budget figures for the 2001 Budget versus the proposed 2002 Budget. Mr. Lippincott will provide Mr. McIlhinney with those 2001 Budget figures tomorrow.

**B. APPROVAL OF MINUTES – Action on the minutes of the November 26, 2001 Supervisor's Meeting** – Motion was made by Supervisor Snyder, seconded by Supervisor Bender, and carried unanimously to approve the minutes of the November 26, 2001 Board of Supervisors meeting, as written. There was no public comment.

**C. APPROVAL OF CURRENT BILLING** – Chairperson Bennington presented the Bills List dated December 11, 2001, with General Fund payments in the amount of \$62,381.58, Fire Fund payments in the amount of \$48,983.00, State Highway Aid payments in the amount of \$3,119.53, and Escrow Fund payments in the amount of \$10,562.44; for a grand total of all payments in the amount of \$125,046.55.

Motion was made by Supervisor Snyder, seconded by Supervisor Bender, and carried unanimously to approve the Bills List dated December 11, 2001. There was no public comment.

D. TREASURER'S REPORT – Chairperson Bennington presented the Treasurer's Report with the following balances as of November 30, 2001:

General Fund Checking	\$ 44,277.56
Payroll Checking	\$ 98.50
General Reserve Fund	\$ 366,630.46
Open Space Fund	\$ 137,249.82
Fire Fund Checking	\$ 49,894.42
Debt Service Checking	\$ 124,557.28
State Highway Aid Checking	\$ 156,313.66
Escrow Fund Checking	\$ 309,605.15
Capital Projects Fund	\$ 146,917.84

Motion was made by Supervisor Snyder, seconded by Supervisor Bender, and carried unanimously to approve the Treasurer's Report dated November 30, 2001, subject to audit. There was no public comment.

E. PUBLIC WORKS REPORT – Mr. Thomas A. Buzby, Director of Public Works – Mr. Buzby read the Public Works Report for the period of November 13 to December 10, 2001; a copy of which is on file at the Township office.

Supervisor Bender noted that at the last meeting, Mr. Jackson Teed of Mill Road had questioned the status of the drainage problem on Mill Road. Mr. Buzby advised that Mr. Wynn, Township Engineer, has been reviewing the situation with Bucks County and the Soil Conservation District. Discussion took place.

F. POLICE REPORT – Chief Kerry L. Trauger – Chief Trauger read the Police Report for the month of November, 2001; a copy of which is on file at the Township office.

Discussion took place concerning any possible County, State, or Federal grant programs the Police Department may participate in for 2002.

G. BUILDING REPORT – Mr. David W. Taylor, Building Inspector – Mr. Taylor read the Building Report for the month of November, 2001; a copy of which is on file at the Township office.

Mr. Taylor advised that the Seylar Elementary School building permit has been issued. Further, he will be meeting with the Elliott Building Group to discuss Building Code requirements.

H. HILLTOWN AUTHORITY REPORT – Mr. James C. Groff, Operations Manager – Mr. Groff read the Authority Report for the month of November, 2001; a copy of which is on file at the Township office.

Due to drought conditions, Mr. Groff urged all residents to conserve water, both from private and public systems.

I. HILLTOWN FIRE COMPANY REPORT - Mr. John Townsend presented the Hilltown Fire Company Report for the month of November, 2001.

With regard to the recent fire at the Skunk Hollow H & K Quarry, Mr. Townsend advised that this fire was contained to the outside of the tanks, which have been replaced. The only impingement problems of concern would have been the outbuildings, which were located approximately 25 or 30 ft. from the fire, and the 30,000-gallon propane tank, which was located approximately 100 ft. away. Mr. Townsend commented that there was adequate water supplied at the time of the fire. Supervisor Snyder asked if there was any danger to the neighbors at the time due to the smoke and fumes. Mr. Townsend replied that there was not due to the short term of the fire. Hilltown Township's Emergency Management Coordinator was on-scene at the time of the fire.

Mr. John Snyder of the Hilltown Fire Police requested that a copy of Resolution #2000-33, which was adopted in October of 2000, be forwarded to the new insurance carrier of Hilltown Township. This Resolution advises that the Hilltown Fire Company and Special Fire Police members are covered for worker's compensation insurance through Hilltown Township.

As a Zoning Hearing Board member, Mr. Snyder asked if the Zoning Hearing Board could be included on the worksession agenda to provide a monthly report. The Supervisors were agreeable.

J. SILVERDALE FIRE COMPANY REPORT – Mr. Keith Seifert, Chief – Mr. Seifert read the Silverdale Fire Company Report for the month of November, 2001; a copy of which is on file at the Township office.

K. PLANNING COMMISSION REPORT – Mr. John Kachline, Chairperson – Mr. Kachline read the Planning Commission Report for the month of November, 2001; a copy of which is on file at the Township office.

L. PARK AND RECREATION REPORT – No one was present at this time.

M. OPEN SPACE COMMITTEE REPORT – No one was present at this time.

N. CONFIRMED APPOINTMENTS:

1. Mr. Jon Kutzner – Deep Run Valley Sports Association – Mr. Kutzner, president of Deep Run Valley Sports Association, was in attendance to request waiver of filing fees for Land Development Waiver, and to further discuss the possible waiver of fees for building and zoning permits. Chairperson Bennington commented that the plan submitted by Deep Run has been forwarded to the Township Engineer, however a response has not yet been received. He feels that now is not the time to request waiver of fees until Mr. Wynn has had the opportunity to review the land development plan, and what the costs involved might be. Mr. Lippincott assured the Board that Mr. Wynn's review would be complete and available for the Board's consideration at the December 26, 2001 Supervisor's meeting. Discussion took place.

Deep Run will be meeting with the Bedminster Township Board of Supervisors on January 15, 2002 to discuss what assistance they may be able to provide this organization.

Mr. Kutzner has been actively reviewing the Zoning Ordinance and discovered that under the Institutional section of the Ordinance, the requirements for a C.7 use is permitted in the Rural Residential Zoning District, which does not call for a Conditional Use hearing. As a common courtesy, Chairperson Bennington would still like Deep Run to meet with their neighbors on Callowhill Road prior to applying for lights on the property.

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

1. Mr. Lippincott presented the 2002 Budget for the Board's consideration for adoption this evening. The Board of Supervisors held a public Budget Worksession meeting on October 29, 2001 to review the draft Budget. There are several issues Mr. Lippincott highlighted for the 2002 Budget:

- Hiring of a new full-time Public Works employee
- Hiring of new full-time Police Officer (to begin work midway through the year)
- A new Public Works Building has been proposed
- Pleasant Meadows Walking Trail
- Increase in medical insurance coverage for employees

The Police Department budget comprises just under 50% of the 2002 Budget, which is slightly skewed this time due to the proposed Public Works building. The Budget next year goes from \$3.7 million dollars to \$4,836,471.00, with no tax increase.

Motion was made by Supervisor Bender, seconded by Supervisor Snyder, and carried unanimously to adopt the 2002 General Budget in the amount of \$4,836,471.00, with no tax increase. There was no public comment.

Mr. Lippincott presented the 2002 Fire Fund Budget in the amount of \$122,501.00 for the Board's consideration.

Motion was made by Supervisor Bender, seconded by Supervisor Snyder, and carried unanimously to adopt the 2002 Fire Fund Budget in the amount of \$122,501.00. There was no public comment.

Mr. Lippincott presented the 2002 Debt Service Budget in the amount of \$310,000.00.

Motion was made by Supervisor Snyder, seconded by Supervisor Bender, and carried unanimously to adopt the 2002 Debt Service Budget in the amount of \$310,000.00. There was no public comment.

Mr. Lippincott presented the 2002 Liquid Fuels Budget in the amount of \$292,105.94.

Motion was made by Supervisor Snyder, seconded by Supervisor Bender, and carried unanimously to adopt the 2002 State Highway Aid Fund Budget in the amount of \$292,105.94. There was no public comment.

2. A request for sketch plan review with the Township Engineer, Solicitor, and Manager has been received from Grosse Development Company, concerning the possible development of the Holly Farms Kennel property on Rt. 113 into an age-restricted community. The applicant has agreed to provide the \$500.00 escrow for this meeting.

Motion was made by Supervisor, seconded by Supervisor, and carried unanimously to approve Grosse Development Company's request for a sketch plan review meeting on the Holly Farms Kennel property of a possible Age-Restricted Community, with the submission of a \$500.00 escrow. There was no public comment.

3. Letters of interest have been received from the following individuals seeking reappointment in 2002 to their various boards as their terms expire on December 31<sup>st</sup> - Keith Weiss, Hilltown Authority; Rich Manfredi, Zoning Hearing Board; Bill Devlin, Emergency Management Coordinator; Keith Seifert, Assistant Emergency

Management Coordinator; and Ken Beer, Planning Commission. Mr. Beer is not, however, interested in being reappointed as the Emergency Management Agricultural Officer. Those residents who applied for other board/commission seats have been notified of the Emergency Management Agricultural Officer vacancy in the event they are interested in applying for this position.

Motion was made by Supervisor Snyder, seconded by Supervisor Bender, and carried unanimously to authorize the advertisement of the vacancy as the Emergency Management Agricultural Officer. There was no public comment.

Supervisor Bender suggested that an explanation and job description of each board/commission vacancy be outlined on the Township's website.

4. Since the last meeting when the Board authorized advertisement for the vacancy on the Board of Auditors, a representative of the Bucks County Board of Elections notified the Township that a write-in candidate, David Duggan, actually won that seat to complete the unexpired two-year term. Mr. Duggan has accepted the position and will be present to be sworn in at the Supervisor's Reorganization Meeting on Monday, January 7, 2002.

5. The Tax Collector's Lease Agreement would be available for Supervisor's signatures following this meeting.

6. Mr. Lippincott requested authorization to advertise an Ordinance amending the Subdivision/Land Development Ordinance relative to major subdivision procedures application requirements, lot configuration, residential subdivision access, street signage, sidewalks, standards, landscaping, and stormwater management, as reviewed by the Bucks County Planning Commission in their review dated August 1, 2001.

Motion was made by Supervisor Snyder, seconded by Supervisor Bender, and carried unanimously to authorize the advertisement of an Ordinance amending the Subdivision/Land Development Ordinance relative to major subdivision procedures application requirements, lot configuration, residential subdivision access, street signage, sidewalks, standards, landscaping, and stormwater management, as reviewed by the Bucks County Planning Commission via their correspondence dated August 1, 2001. There was no public comment.

7. The Hilltown Fire Company and Silverdale Fire Company Fire Protection Agreements were available for the Board's signature following the meeting.

8. Mr. Lippincott presented the Zoning Report for the month of November, 2001; a copy of which is on file at the Township office.

9. There were nine escrows for the Board's consideration, five of which are cash held by the Township:

Ahold (Giant Foods)	Voucher #14	\$ 482.66
Bricks Villa Phases I & II	Voucher #22A	\$ 1,210.00
Bricks Villa Phases I & II	Voucher #23A	\$ 115.41
Grasse Elementary School	Voucher #08	\$ 218.81
Hilltown Plaza Outparcel	Voucher #06	\$ 182.38
Kunkin Truck Terminal	Voucher #12	\$ 330.00
Longleaf Estates Phase I Subdiv.	Voucher #66	\$ 1,125.04
Pileggi Land Development	Voucher #06	\$ 342.24
Seylar Elementary School	Voucher #01	\$ 765.57

Motion was made by Supervisor Snyder, seconded by Supervisor Bender, and carried unanimously to authorize the release of the nine escrows as noted above. There was no public comment.

10. Bid #2001-12 for the Hartzel-Strassburger Roof Repair/Replacement was advertised and opened today at 10:00AM. Bid results are as follows:

Beres Roofing and Siding, Inc., Doylestown	\$22,200.00
Weaver and Son Roofing and Siding, Sellersville	\$23,370.75
Donnelly Roofing, Hilltown	\$25,470.00
K & I Contractors, Allentown	\$28,421.89
Economy Roofing and Siding, New Britain	\$46,500.00

Pending review by Mr. Wynn and approval by the Bucks County Community Development board, Mr. Lippincott recommended that Bid #2001-12 be awarded to Beres Roofing and Siding, Inc. in the bid amount of \$22,200.00. Further, if there are any additional expenses, Mr. Lippincott recommended that the Hilltown Historical Society is responsible for those expenses.

Motion was made by Supervisor, seconded by Supervisor, and carried unanimously to award Bid #2001-12 for the Hartzel-Strassburger Roof Repair/Replacement to Beres Roofing and Siding in the amount of \$22,200.00, pending review by Mr. Wynn and the Bucks County Community Development board; and with the stipulation that any additional expenses will be the responsibility of the Hilltown Historical Society. There was no public comment.

P. CORRESPONDENCE – Mr. Greg Lippincott, Township Manager –

1. Correspondence was received from the Pennridge Wastewater Treatment Authority regarding the Industrial Pre-treatment Program and amendment of Local Limits with regard to discharge of toxic substances by treatment plants. Mr. Lippincott suggested that the Supervisors await a recommendation from the Hilltown Authority before proceeding with any action. The Board was agreeable.

2. A letter of thanks was received from the Pennridge Senior Center expressing their appreciation for Hilltown Township's generous contribution. The Senior Center is hoping to break ground on their new building in October of 2002.

3. Correspondence was received from Haines and Kibblehouse reporting on the circumstances surrounding the fire incident at H & K Materials on Saturday, November 3, 2001. The fire that occurred was a result of two commonly used liquid asphalt products combined in a tank during a switch over from one manufacturing process to another, which caused the ignition of the residual asphalt material to catch fire. The containment structure where the asphalt tank is located functioned according to design by keeping any burning material to a confined area. The letter states that the liquid asphalt products used by H & K are non-hazardous and non-regulated materials, and therefore, there is no requirement to notify PADEP. Haines and Kibblehouse assured the Township that there was no harm or danger to the community or the surrounding area due to this fire.

Even though each product is non-hazardous and non-regulated, Supervisor Snyder is concerned that when the products were mixed together, the chemistry would have changed. Discussion took place. Supervisor Snyder requested that H & K Materials safety committee be invited to attend a future public meeting to discuss this issue further.

4. Correspondence was received from Mr. Keith Nace of Minsi Trail, and a phone call from Mr. John Wietecha was also received today, both expressing interest in filling the position of Emergency Management Agricultural Officer, which is now vacant since Ken Beer is not seeking reappointment.

5. Correspondence was received from Jack Fox of the Hilltown Historical Society regarding the additional \$6,200.00 of Community Development Block Grant Funding the Township was awarded from a prior project in 1998. It was their intention to use this money for work at the Hartzel Strassburger Homestead, however the Thomas Musselman Log Barn located at the Civic Park is in greater need at this time. Chairperson Bennington would like to review where else that additional funding could be used before awarding it to the Historical Society. Discussion took place.

6. Correspondence was received from a resident of Edgewood Drive, thanking the Township for erecting Snow Emergency signs in her development.

Q. MYLARS FOR SIGNATURE: Rambo Subdivision

R. PUBLIC COMMENT:

1. Mr. Kerry Trauger, speaking in the capacity of a Callowhill Road resident, commented that every time the Township acquires any open space or recreational land, Deep Run is always the first organization to request use of it. He noted that Deep Run does not seem to care about the opinion of their neighbors on Callowhill Road, who do not want permanent lights installed on the site. Mr. Trauger hopes that the Supervisors will abide by Mr. Wynn's review of Deep Run's proposal. A lengthy discussion took place.

2. Mr. John Kutzner advised that Deep Run will meet with its neighbors on Callowhill Road on February 26, 2001 at 7:30PM at the Deep Run Valley Sports Association regarding their proposal to install lights on their property. Mr. Kutzner suggested that the Board of Supervisors attend this meeting, as well. Mr. Kutzner requested that the Supervisors grant the same consideration to Deep Run as they did in the past for Souderton Baseball at the Romanowski field location. In that instance, the Board required a \$500.00 escrow to be drawn upon for actual costs to the Township in reviewing their proposal.

Mr. Kutzner commented that Romanowski field is physically located in Hilltown Township, however it services youth of Souderton Borough. Further, that field, which is located in a residential neighborhood, is lit, yet there have been no complaints from those surrounding property owners.

3. Mr. Martin Lynch of Northview Road, lives close to Romanowski field and is not terribly bothered by the lights, however the adjacent neighbors do complain constantly about the lights on that field. Mr. Lynch commented that sometimes the Romanowski field lights are on at 10:00PM while groundskeepers are mowing the fields. He sympathizes with the neighbors of Deep Run and understands their opposition to lights on the field. Mr. Lynch suggested that if Deep Run does erect lights on their fields, a curfew be imposed, just like Sellersville Borough does.

4. Mrs. Alice Kachline, Tax Collector, stated that several mortgage companies have sold mortgages to other companies, such as Wells Fargo, Loretta Corporation, and Washington Mutual, to name a few. Recently, there were 74 residents who in the past always paid their taxes during the discount period, however this year, those taxes were not paid. Mrs. Kachline investigated the matter further, and found that

the four mortgage companies she named in particular, have not paid these resident's taxes as they are required to do when taxes are escrowed. Mrs. Kachline encouraged Hilltown residents to contact their mortgage company to confirm that their taxes have been paid, and if they haven't, to contact her at the tax office. Discussion took place.

5. Mrs. Marilyn Teed of Mill Road suggested that the Township Newsletter be published on a monthly basis, instead of a quarterly basis. Further, she suggested that the entire newsletter format be revamped to the style used by publications such as the Bux-Mont Living and the Bethany Neighbor. Mrs. Teed also suggested that proposed Ordinances be advertised in the Township Newsletter on a quarterly basis, instead of whenever the Supervisors direct them to be considered for advertisement. Mrs. Teed offered her voluntary services to assist with this recommended change.

Supervisor Snyder does not see the value or the worth of holding up Ordinances just to make them coincide with the Township Newsletter publication. Mrs. Teed was not aware that there are "emergency" Ordinances. Supervisor Snyder explained that sometimes, there are good reasons for advertising a particular Ordinance at a particular time, and suggested that proposed Ordinances be placed on the website. Discussion took place.

6. Mr. Martin Lynch asked if there is an Ordinance that addresses abandoned vehicles. Mr. Lippincott explained that more than one unlicensed or unregistered vehicle is prohibited on private property.

7. Mr. Harry Mason of Morgan Lane questioned the report given by the Hilltown Authority, and asked if different rates are charged for different locations of the Township for public water and sewer service. Chairperson Bennington explained that back in 1976, the Hilltown Authority, in agreement with other PWTA members, determined their percentage rates. Now, PWTA wants to change those percentage rates in order to make it more costly for Hilltown, which is why the Hilltown Authority and the Supervisors disagreed with their request. Discussion took place.

S. SUPERVISOR'S COMMENTS:

1. Chairperson Bennington reminded those in attendance that the December 24<sup>th</sup> Supervisor's meeting has been cancelled and rescheduled to Wednesday, December 26, 2001 at 7:30PM due to the Christmas holiday.

2. Chairperson Bennington advised that when he first took office in 1990, Hilltown Township was on the brink of hankruptcy and was in very poor financial shape. The Township Manager at that time was fired, and the Board of Supervisors worked many, many evenings trying to bring this Township back into shape. Mr. Bill Bennett volunteered his time every day, as acting Township Manager for almost six months until

a new Manager was hired. Many of the residents of Hilltown today only knew Mr. Bennett as a gruff gentleman who didn't appear to know much about planning and zoning, however, Mr. Bennett contributed a great deal of time to Deep Run, since he was one of the founding members, and he also cared a great deal about children and the Township's recreational facilities. Mr. Bennett was instrumental, along with other members of the Civic Association, in allowing the Township to purchase the Civic Field at a nominal fee, which is now a jewel in the park system of Hilltown Township. Chairperson Bennington will miss Mr. Bennett, and hopes that he will be remembered for the good things he did for this Township. Mr. Bennett's funeral service will be held on Wednesday, December 12, 2001 at 11:00AM at St. Peter's Church.

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

U. ADJOURNMENT: Upon motion by Supervisor Snyder, seconded by Supervisor Bender, and carried unanimously, the December 10, 2001 worksession meeting was adjourned at 9:15PM.

Respectfully submitted,



Lynda Seimes  
Township Secretary  
HILLTOWN TOWNSHIP

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