

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULARLY SCHEDULED WORKSESSION MEETING
Monday, May 14, 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 7:30PM and opened with the Pledge of Allegiance.

Also present were: John S. Bender, Vice-Chairperson
Betty P. Snyder, Supervisor
Gregory J. Lippincott, Township Manager
Francis X. Grabowski, Township Solicitor
Thomas A. Buzby, Director of Public Works
David W. Taylor, Code Enforcement Officer
Sgt. Chris Engelhart, Hilltown Police Department
Lorraine E. Leslie, Township Treasurer

A. PUBLIC COMMENT ON AGENDA ITEMS ONLY:

B. APPROVAL OF CURRENT BILLING – Chairperson Bennington presented the Bills List dated May 15, 2001, with General Fund payments in the amount of \$31,497.02, Debt Service Fund payments in the amount of \$53,456.59, State Highway Aid Fund payments in the amount of \$2,833.52, and Escrow Fund payments in the amount of \$1,899.24; for a grand total of all payments in the amount of \$89,686.37.

Supervisor Bender questioned the recent bills from BAHPCO for repair of the security system. Mr. Lippincott explained that the security system was re-keyed when the Tax Collector moved into her new office and Representative Watson moved into the Tax Collector's former office. Supervisor Bender suggested that the Township consider a maintenance agreement for the security system.

Motion was made by Supervisor Snyder, seconded by Supervisor Bender, and carried unanimously to approve the Bills List dated May 15, 2001. There was no public comment.

C. TREASURER'S REPORT - Chairperson Bennington presented the Treasurer's Report with the following balances as of April 30, 2001:

General Fund Checking	\$ 318,776.22
Payroll Fund Checking	\$ 896.57
General Reserve Fund	\$ 222,245.46
Fire Fund Checking	\$ 2,768.58
Debt Service Fund Checking	\$ 103,549.21
State Highway Aid Fund Checking	\$ 227,546.78

Escrow Fund Checking	\$ 349,864.74
Capital Projects Fund	\$ 144,100.86

Supervisor Snyder noted that the increased cost of heating oil has really had an effect on all departments' budgets.

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

D. PUBLIC WORKS REPORT – Mr. Thomas A. Buzby, Director of Public Works – Mr. Buzby presented the Public Works Report for the period of April 10th through May 14th; a copy of which is on file at the Township office.

Mr. Buzby obtained a quote to purchase bleachers for the Blooming Glen Park softball field, at an approximate cost of \$939.00 per bleacher. The Supervisors suggested that this purchase be placed in the 2002 budget. Further, a quote was obtained for an 8 ft. plastic coated picnic table for the Civic Park in the amount of \$535.00 plus shipping. The plastic coating would make the picnic table relatively maintenance-free.

Chairperson Bennington asked if any word had been received from PennDot concerning the problem in the area of Mr. Miketta's property and the Hilltown Pike problem. Mr. Buzby has not received any further information from PennDot on either location.

Supervisor Bender asked who did recent drainage work at Hayhouse Road and Blooming Glen Road. Mr. Buzby replied that PennDot did that work, and he cannot understand why that minor repair was done, when there is a major problem at Hilltown Pike that has not been addressed for a number of years, despite repeated complaints from the Township. Discussion took place.

Mr. Buzby requested authorization to advertise for bids for aggregate and asphalt.

Motion was made by Supervisor Snyder, seconded by Supervisor Bender, and carried unanimously to authorize advertisement for bids for aggregate and asphalt. There was no public comment.

On Wednesday, May 16, 2001, the Public Works Department is scheduled to take delivery of playground equipment to be stored for future installation in the open space of the Longleaf I development. The equipment will be delivered here at the Township building and will be stored in the rear maintenance building. Mr. Lippincott explained that the Township decided to use the developer's escrow money to purchase and install the tot lot. Chairperson Bennington was unhappy that the Township would be storing

this playground equipment for the developers.

E. POLICE REPORT – Sgt. Chris Engelhart, Hilltown Police Dept. – Sgt. Engelhart read the Police Report for the month of April, 2001; a copy of which is on file at the Township office.

Supervisor Snyder has received complaints from a Township resident that is being plagued by mini-bike riders on an adjacent property. Sgt. Engelhart explained that as long as the riders remain on their own property or have permission to ride on that property, and if the riding is being done during reasonable hours, there is nothing that the police department can legally do. Generally, the police department will instruct individuals to express their complaints in a civil manner with the neighboring property owners and come to some type of understanding. Discussion took place concerning possible noise violations, and what noise levels are considered acceptable.

F. BUILDING REPORT – Mr. David W. Taylor, Code Enforcement Officer – Mr. Taylor read the Building Report for the month of April, 2001; a copy of which is on file at the Township office.

Mr. Taylor received a written request from a resident located on Hilltown Pike, near the intersection with Rt. 309, for a "No Littering" sign to be posted near her home. Apparently this resident feels that her property has been experiencing a great deal of litter from the Rt. 309 corridor, and particularly the Hilltown Crossings Shopping Center. She was directed by PennDot to have the Township request the installation of a "No Littering" sign at this location. The Supervisors were agreeable to requesting a "No Littering" sign from PennDot as noted above.

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

Supervisor Bender received a call from a resident asking why there was a helicopter hovering over the water tank at the Civic Field Park last Saturday. Mr. Groff explained that they were working on the antennas three quarters of the way up the tank, trying to determine the signal that is being put out.

H. HILLTOWN FIRE COMPANY REPORT – No one was present.

I. SILVERDALE FIRE COMPANY REPORT – Mr. John Gillespie – Mr. Gillespie read the Silverdale Fire Company Report for the month of April, 2001; a copy of which is on file at the Township office.

Last Saturday, Mr. Gillespie advised that a resident's open burn in a barrel got out of control on Blooming Glen Road. With the dry conditions, Mr. Gillespie implored residents to use extreme caution while conducting open burns in the Township.

Supervisor Snyder was recently questioned by a resident regarding the present Burning Ordinance, suggesting that perhaps the Ordinance regulations should be revised, specifically in the development district. However, Supervisor Snyder understood that a majority of the Fire Prevention Bureau was not inclined to revise the existing Burning Ordinance. Chairperson Bennington had previously suggested that at the very least, the Burning Ordinance should be revised to prohibit open burning, particularly in the development district, where dwellings are located very close together. Mr. Lippincott suggested that the requirement of prohibiting open burning unless there is a 75 ft. or 100 ft. setback from a property line could be considered. A lengthy discussion took place.

The Supervisors directed the Township Solicitor to prepare a draft revision to the Burning Ordinance for review by the Board in the future.

J. PLANNING COMMISSION REPORT – Mr. John Kachline, Chairperson – Mr. Kachline read the Planning Commission Report for the month of April, 2001.

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

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

M. CONFIRMED APPOINTMENTS:

1. Ms. Julie Stevens – Dunlap Associates – Township Audit Report for the Year 2000 – Ms. Stevens presented the draft Financial Report dated December 31, 2000. Under the General Fund as of December 31, 2000, there was \$433,000.00 in cash investments. Also at the end of 2000, the General Fund had accumulated \$516,577.00 of equity. The Capital Projects Fund accumulated \$141,390.00 to be used for future capital projects. The General Fixed Asset Account consists of \$4,230,355.00, which includes open space purchases. The General Long-Term Debt balance due at the end of December was \$2,091,191.00. The total revenues collected for the year 2000 was \$3,330,766.00, as opposed to \$3,132,000.00 in the prior year, which is an increase of 6%. The total expenditures paid for the year 2000 was \$3,655,904.00, as compared to \$3,074,000 the prior year. Ms. Stevens explained the reason for the substantial increase was the purchase of open space in the amount of \$600,000.00. At the end of the year 2000, even with the purchase of open space, there was a deficiency of revenues over expenses, however that was budgeted. The Special Revenue Funds, consisting of Liquid Fuels, the Fire Tax, and the Street Light Tax, broke even for the year. The comparison of budgeted revenues and expenses to the actual revenues and expenses for the General Fund was

\$2,855,714 budgeted for revenues, with \$3,330,766.00 actually collected. Therefore, the Township was over-budgeted favorably in the amount of \$475,052.00, which was due in part to a grant the Township received to assist with open space purchases. Expenditures were over-budget, but due to the favorable variance in the revenues, the Township actually came out on top. With Special Revenue Funds, overall \$12,000.00 more than was budgeted was received, and the Township spent \$11,000.00 less than what was budgeted. Both the Uniform and Non-Uniform Pension Plans remain adequately funded.

Ms. Stevens thanked the Township staff, particularly Mrs. Leslie, for their assistance through the audit process.

2. Home Depot – Mr. William Benner presented a proposed Memorandum of Understanding, drafted in accordance with suggestions made by Solicitor Grabowski and Mr. Wynn, with regard to the Home Depot project and the applicant's request to proceed to PennDot with a Highway Occupancy Permit application prior to preliminary plan approval. Solicitor Grabowski explained that the Memorandum of Understanding contemplates a letter of authorization from Hilltown Township with the anticipated approval of this document.

Motion was made by Supervisor Bender, seconded by Supervisor Snyder, and carried unanimously to accept the Memorandum of Understanding for Home Depot, as noted above. There was no public comment.

Mr. Benner suggested that the time to issue the letter of authorization would be when Home Depot was prepared to submit the actual Highway Occupancy Permit application, which should be in the next several weeks. The Board was in agreement.

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

1. A request for a meeting with Township staff including Township Engineer and Solicitor, and a \$500.00 escrow has been received from Mr. Chace Gundlach of GPNJ Associates for consideration of proceeding with the former Habitations Subdivision. Discussion took place. Since the former Habitations Subdivision plan is over ten years old, Chairperson Bennington feels that the applicant should not be permitted to proceed with a plan that has obviously expired. Supervisors Bender and Snyder agreed. Therefore, the Supervisors unanimously agreed to deny the applicant's request.

2. A second request for a meeting with Township staff and a \$500.00 escrow was received from Prime Properties for review of a sketch for a proposed subdivision on Rickert Road. The Supervisors requested additional information before rendering a decision.

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

4. PSATS has announced its latest member service – the Township Planning Association. This new service is designed to assist local Planning Commissions and Zoning Hearing Board members to take full advantage of planning tools such as the Municipalities Planning Code, as well as to prepare them for the land use challenges certain to lie ahead. This service will provide a central location where members of these boards and commissions can obtain the training and technical advice needed to stay current in the increasingly complex world of land use planning. To join, at least one full subscription membership must be purchased in the amount of \$100.00. After that, members can join at either the \$100.00 full subscription level or the \$35.00 partial subscription level.

Motion was made by Supervisor Bender, seconded by Supervisor Snyder, and carried unanimously to authorize one Planning Commission member to join the Bucks County Planning Commission's Township Planning Association, as noted above, in the amount of \$100.00 for one full subscription membership. There was no public comment.

5. Mr. Lippincott presented a quote for a VSD-4000 Speed Display Sign. This sign could be an effective tool for slowing and calming traffic flow, lowering average speeds, and generally providing for safer traffic conditions.

Motion was made by Supervisor Bender, seconded by Supervisor Snyder, and carried unanimously to purchase one VSD-4000 Speed Display Sign with a Solar Panel in the amount of \$4,095.00. There was no public comment.

6. Mr. Lippincott presented the Bucks County Planning Commission review of the proposed amendment to Article XI, Floodplain Standards to comply with suggested provisions of the National Flood Insurance Program and the Pennsylvania Floodplain Management Act, and the Flood Insurance Rate Map, as issued by FEMA. A Public Hearing to consider adoption of this Ordinance revision will be held on May 29th.

7. There are seven escrows for the Board's consideration, one of which is cash held by the Township:

A&T Subaru	Voucher #01	\$ 741.63
CVS Land Development	Voucher #01	\$ 514.02
Keystone Estates	Voucher #28	\$ 418.17
Kunkin Truck Terminal	Voucher #05	\$ 255.92
Longleaf Phase I	Voucher #56	\$ 460.81
Longleaf Phase II	Voucher #16	\$ 1,311.80
Orchard Glen	Voucher #62	\$ 161.52

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

8. As a reminder, the regular meeting of the Board of Supervisors for May will be held on Tuesday, May 29th, due to the Memorial Day holiday.

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

1. Correspondence was received from Jeffrey Marshall of the Heritage Conservancy discussing the possibility of the Conservancy staff evaluating all of the villages in Hilltown Township with the idea of selecting two to be nominated to the National Register of Historic Places. The benefits of listing include an increased awareness of the significance of a particular area or structure and consideration in federally assisted projects that may impact the listed property. Further, listing in the register makes the individual properties within historic districts eligible for funding under the category of historic preservation under a number of federal programs such as the Community Development Block Grant program.

The Bucks County Planning Commission also submitted a proposal last Thursday to prepare a historic village plan for the village of Blooming Glen only.

The Supervisors unanimously agreed to table this item for discussion and further consideration at the May 29, 2001 Supervisor's meeting.

2. Notification was received from DCNR advising that the grant application submitted by Hilltown Township for open space purchase was not selected for this round of funding. DCNR recently completed the review of over 650 grant applications requesting approximately \$70 million in funding, and therefore, the excessive demand caused an extremely competitive selection process for award of those grants.

3. Mr. Lippincott was invited to be a member of the Economic Development Committee for the Pennridge Chamber of Commerce and attended the first meeting on Wednesday, May 2, 2001. Mr. Lippincott explained that this group is coordinating all of the Zoning Ordinances from the municipalities in the Pennridge Community, and then attempting to direct new businesses to the proper municipality. For instance, if a business is seeking retail sales space, it may be more appropriate to direct them to the Rt. 309 area, and if a business is seeking office space, it may be more appropriate to direct them to the Perkasic Borough area. Chairperson Bennington suggested that Mr. Lippincott inform this Committee that Hilltown Township's interest is retrofitting existing defunct properties, such as Sernoff Seafood at the intersection of Rt. 113 and Bethlehem Pike.

4. Correspondence was received from Heritage Building Group concerning 15 reserved lots in Longleaf II. Currently Lots #1 through #14 and Lot #38 are reserved due to lack of EDU's. The applicant is requesting the Board's permission to amend the list of the 15 reserved building lots. The applicant initially requested that Lots #1, #4, #6, and #9 be released for building permit purposes and then provided four available lots to take their place. While Heritage would still like to have these lots released, they would also propose to have all remaining lots available for marketing purposes. At the time that only 16 total lots remain, Heritage would then list the final 15 reserved lots.

Since there were several outstanding items still remaining to be accomplished in the first phase of the Longleaf Subdivision, a lengthy discussion took place. Solicitor Grabowski suggested that prior to making a decision on this request, Mr. Wynn provide a punchlist of all outstanding items for this project for the Supervisor's review. The Supervisors unanimously agreed to table this issue.

5. Correspondence was received from Mr. Wynn concerning the Community Development Funding for the Maron Road Paving Project. Bids were opened on May 7, 2001 with the following results:

M&M Stone Company	\$35,386.55
Blooming Glen Contractors, Inc.	\$37,104.25
General Asphalt	\$48,471.95

The total CDBG funding approved for this project is \$31,000.00. The cost of asphalt has significantly increased due to rising petroleum costs. In order to proceed with the project at the low bid of \$35,386.55, the difference of \$4,386.55 must be authorized through the Township General Fund or a transfer of Community Development funds from an alternate approved project for either the Village of Blooming Glen Planning Project with \$10,000.00 allocated, or the Hartzel-Strassburger Homestead Repairs with \$42,500.00 allocated, if approved by the Supervisors. Whether the additional funding is via transfer of approved CDBG funds or use of General Funds, the award of this project should be conditional upon approval by the Office of Community Development, receipt of performance and payment bonds, and receipt of the required insurance certificate.

Motion was made by Supervisor Snyder, seconded by Supervisor Bender, and carried unanimously to accept the bid from M & M Stone Company in the amount of \$35,386.55 for the Community Development Block Grant Funding for the Maron Road Paving Project; and to authorize the additional \$4,386.55 for completion of the Maron Road Paving Project Community Development Block Grant Funding to come from the General Fund. There was no public comment.

6. Correspondence was received from Jeff Trauger notifying the Township of his resignation from the Hilltown Township Open Space Committee. Mr. Trauger will be moving to his family farm in Plumstead Township by late August. He agreed to continue serving on the Open Space Committee until a new member can be appointed.

Motion was made by Supervisor Bender, seconded by Supervisor Snyder, and carried unanimously to authorize advertisement for the vacancy on the Hilltown Township Open Space Committee. There was no public comment.

P. SOLICITOR'S REPORT – Mr. Francis X. Grabowski, Township Solicitor –

1. Agreements for Harleysville National Bank have been prepared and sent to the developer.

2. The Callowhill Road Associates project called Pleasant View Estates, which is located on Callowhill Road, has been experiencing some problems with their homeowner's association bylaws which Solicitor Grabowski has addressed.

3. At the next meeting, Solicitor Grabowski and Mr. Wynn will discuss the outstanding issues of Kunkin Steel. Following correspondence from Solicitor Grabowski, the applicant requested an extension of time to complete these issues, and will be seeking Supervisor's authorization to have their bond extended. Both Mr. Wynn and Solicitor Grabowski will be recommending that costs of some of the outstanding items should be used to increase the amount of that bond.

Q. MYLARS FOR SIGNATURE:

1. Pileggi Land Development
2. Harleysville National Bank

R. PUBLIC COMMENT:

1. Mr. John Gillespie of Moyer Road mentioned the open space in the proposed Berry Brow Subdivision, and whether or not a decision has been made as to if it will be a golf course or remain as open space. Mr. Gillespie is concerned that if the land remains in open space or parkland, the cost of maintaining it could become prohibitive.

Supervisor Snyder commented that there are ways to keep the maintenance costs of open space to a minimum. For instance, some of the ground is currently being farmed and it could remain that way. There is also a verbal commitment from a New Britain Township resident who lives across the street from the proposed development who stated he would be more than willing to mow that land for the Township at his expense, if it were to remain as open space, and not a golf course.

S. SUPERVISOR'S COMMENTS:

1. Chairperson Bennington reminded those in attendance that tomorrow is Election Day, and wished to clarify that he is not running against Supervisor Snyder. He explained that both he and Supervisor Snyder are running for two separate slots. Chairperson Bennington is running for a 6-year term, and Supervisor Snyder is running for a 4-year term, to complete the remainder of the term made vacant by the resignation of former Supervisor Diane Parks. Further the Tax Collector, Alice Kachline, is running unopposed.

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

U. ADJOURNMENT: Upon motion by Supervisor Bender, seconded by Supervisor Snyder, and carried unanimously, the May 14, 2001 Hilltown Township Board of Supervisor's meeting was adjourned at 9:23PM.

Respectfully submitted,

Lynda Seimies

Township Secretary

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