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**HILLTOWN TOWNSHIP  
REGULARLY SCHEDULED WORKSESSION MEETING  
Monday, December 12, 1994  
7:30 PM**

The Worksession meeting of the Hilltown Township Board of Supervisors was called to order by Chairman William H. Bennett, Jr. at 7:35PM and opened with the Pledge of Allegiance.

Also present were: Kenneth B. Bennington, Vice-Chairman  
Jack C. Fox, Supervisor  
Bruce G. Horrocks, Township Manager  
Thomas Buzby, Director of Public Works  
George C. Egly, Chief of Police  
Warren Nace, Zoning Officer

A. APPROVAL OF CURRENT BILLING: Chairman Bennett presented the Bills List, dated December 13, 1994, with General Fund payments in the amount of \$30,126.15, Fire Protection Fund payments to the seven fire companies who service the Township in the amount of \$42,600.00, State Highway Aid payments in the amount of \$5,049.00, and Escrow Fund payments in the amount of \$7,256.00, for a grant total of \$85,032.01.

Supervisor Fox asked for clarification of the word "Scantron", which is located on the second page of the Bills List. Mr. Horrocks believes that is the new name of the firm, formerly called PSI, who services the computer towers used by the Township.

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to approve the Bills List dated December 13, 1994, subject to audit.

B. MANAGER'S REPORT - Mr. Bruce G. Horrocks, Township Manager -

1. Mr. Horrocks requested Board authorization to advertise for bids for one marked police vehicle, which would be coming from the 1995 Budget.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to authorize advertisement of bids for one marked police vehicle.

2. Mr. Horrocks announced Mr. Bill Devlin is now officially the Emergency Management Coordinator of Hilltown Township.

3. Mr. Horrocks requested Board authorization to allow Mr. Wynn, Township Engineer, to begin the process of applying for a PennDot driveway permit for the Township property located at Rt. 113 and Callowhill Road. This is a lengthy process which can take up to four months. Mr. Horrocks explained the up front savings from separating the joint Bond with the Water and Sewer Authority has been committed for the construction of a Public Works accessory building for the storage of salt and other equipment at the site.

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This is an 8.167 acre parcel which was acquired by the Township in 1976.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to authorize the Township Engineer to begin the process of applying for a PennDot driveway permit for Township owned property located at the intersection of Rt. 113 and Callowhill Road.

4. Mr. Horrocks advised the 1995 Budgets for General Fund, Fire Fund, Liquid Fuels Fund, and Debt Service Fund have been advertised, and copies of the proposed Budget are available for public inspection at the Township building during normal business hours. The 1995 Budget is balanced with no increase in millage required and will be up for adoption at the regularly scheduled Board of Supervisors meeting to be held on Tuesday, December 27, 1994.

5. Mr. Horrocks seeks authorization to hire a Secretary for the Administration Department. Six applicants expressed interest, one of which was the former Township Secretary of Hilltown Township. Mr. Horrocks recommended hiring Lynda Seimes as the Administrative Secretary, beginning December 19, 1994.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to hire Lynda Seimes as the Administrative Secretary beginning December 19, 1994.

Chairman Bennett stated Mrs. Seimes was previously employed by the Township for five and a half years, and is an excellent secretary.

6. The Township recently received a dividend refund check from Nationwide Insurance in the amount of \$27,131.00.

7. The bids for the purchase of super-unleaded gasoline, diesel fuel, and heating oil were opened today, December 12, 1994, at 1:00PM, with the following results:

Bid #94-11 - Super-Unleaded Gasoline - One bid received from Farm and Home Oil in the amount of \$ .7712 per gallon.

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to award Bid #94-11 for Super-Unleaded Gasoline to Farm and Home Oil in the amount of \$ .7712 per gallon.

Bid #94-12 - Diesel Fuel - Two bids were received: Garges Oil in the amount of \$ .659 per gallon; and Farm and Home Oil in the amount of \$ .6305 per gallon. Mr. Horrocks recommended Farm and Home Oil be awarded the bid.

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Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to award Bid #94-12 for Diesel Fuel to Farm and Home Oil in the amount of \$ .6305 per gallon.

Bid #94-13 - Heating Oil - Two bids were received: Farm and Home Oil in the amount of \$ .632 per gallon; and Garges Oil in the amount of \$ .624 per gallon. Mr. Horrocks recommended Garges Oil be awarded the bid.

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to award Bid #94-13 for Heating Oil to Garges Oil in the amount of \$ .624 per gallon.

8. The Park and Recreation Board has presented a press release dealing with the guidelines for field usage during the spring and summer months.

Chairman Bennett announced the Board met in Executive Session prior to this meeting to discuss the hiring of the new Township Secretary and other personnel matters. Also, Chairman Bennett advised another Executive Session will be held following this meeting to discuss further personnel matters.

C. CORRESPONDENCE - Mr. Bruce G. Horrocks, Township Manager -

1. The Township has received notification from the Emergency Health Services of Bucks County advising that the Souderton Community Ambulance has been approved for an upgrade to the ALS level in Montgomery County. In the future, if the hospital unit Medic 151 is unable to respond, the Souderton Community Ambulance will automatically be called.

2. Correspondence has been received from Mr. Joe McDonald, president of the Sellersville Fire Department, requesting a commitment for a contribution for the \$650,000.00 expansion project which is currently underway at that Department.

D. CONFIRMED APPOINTMENTS: None.

E. HILLTOWN TOWNSHIP WATER AND SEWER AUTHORITY REPORT - Mr. Scott Tagg - Mr. Tagg read the Water and Sewer Authority Report for the month of December, 1994, which is on file at the Township office.

F. DIRECTOR OF PUBLIC WORKS REPORT - Mr. Thomas A. Buzby - Mr. Buzby read the Public Works Report, for the period of October 30, 1994 through November 26, 1994, which is on file at the Township office.

G. POLICE CHIEF'S REPORT - Chief George C. Egly - Chief Egly read the Police Report for the month of November, 1994, which is on file at the Township office.

Chief Egly noted this month's issue of the FBI Law Enforcement Bulletin printed an article concerning false alarms. There are approximately 13.7 million emergency alarm calls experienced nationwide, and of that number, 98% are false alarm calls. For instance, the city of Boston, Massachusetts experienced 40,000 burglar alarm calls annually, with a 99.5% false alarm rate. Chief Egly advised the city of Boston opted to raise their fines to \$50.00 for the third false alarm, \$100.00 for the fourth false alarm, and \$200.00 for any false alarm call thereafter. This magazine article presented figures showing the cost per false alarm call, estimated at approximately \$130.00 per call.

Chief Egly explained there are a few certain commercial businesses located in the Township who have caused many, many false alarm calls. Response to these false alarm calls tends to cut down on officer patrol time for the remainder of the community.

Chairman Bennett commented the Supervisors will be reviewing the Fee Schedule for 1995 within the next few weeks and will take this information into consideration when discussing alarm fees.

H. ZONING OFFICER'S REPORT - Mr. Warren Nace - Mr. Nace read the Zoning Report for the month of November, 1994, which is on file at the Township office.

I. PARK AND RECREATION BOARD REPORT - Mr. Les Lombardi - Mr. Lombardi read the Park and Recreation Report for the month of November, 1994, which is on file at the Township office.

Mr. Lombardi noted there is one vacancy on the Park and Recreation Board for 1995 due to the resignation of Mrs. Sue Kell.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to authorize advertisement of the vacancy on the Park and Recreation Board.

J. HILLTOWN FIRE CHIEF'S REPORT - Mr. William Devlin - Mr. Devlin read the Hilltown Fire Department report for the month of November, 1994, which is on file at the Township office.

K. EMERGENCY MANAGEMENT COORDINATOR'S REPORT - Mr. William Devlin - Mr. Devlin read the Emergency Management report for the month of November, 1994, which is on file at the Township office. Mr. Devlin noted the Emergency Management Plan has been updated and will be forwarded to the County.

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L. RESIDENT'S COMMENTS: None.

M. SUPERVISOR'S COMMENTS: None.

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

O. ADJOURNMENT: Upon motion by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously, the December 12, 1994 Board of Supervisors Worksession Meeting was adjourned at 8:35PM.

Respectfully submitted,

*Lynda Seimes*

Lynda Seimes  
Administrative Secretary

(\*These minutes were transcribed from notes and recordings taken by Mr. Bruce G. Horrocks, Township Manager).