

HILLTOWN TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING
Monday, January 4, 1993 - 7:30PM

The 1993 Hilltown Township Reorganization Meeting opened with the Pledge of Allegiance at 7:37PM.

Supervisor Bennett announced the Board met in Executive Session with the Township Manager prior to this meeting to discuss personnel matters. Supervisor Bennett explained that the format for the Reorganization meeting, as set by the Second Class Township Code, follows a rather formal order of agenda as dictated by the Commonwealth of Pennsylvania.

A. SELECTION OF TEMPORARY CHAIRPERSON: Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Supervisor William H. Bennett, Jr. as Temporary Chairperson.

B. SELECTION OF TEMPORARY SECRETARY: Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Ms. Lynda Seimes as Temporary Secretary.

C. CALL TO ORDER: The Hilltown Township Board of Supervisor's Reorganization Meeting of January 4, 1993 was called to order by Temporary Chairman, William H. Bennett, Jr. In attendance, in addition to Supervisor Bennett, was Supervisor Jack C. Fox, Supervisor Kenneth B. Bennington, Mr. Bruce G. Horrocks, Township Manager, and Ms. Lynda Seimes, Township Secretary.

D. OFFICER ELECTIONS: Nominations were made for the positions of Chairman and Vice-Chairman of the Board of Supervisors.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Supervisor William H. Bennett, Jr. as Chairman of the Board of Supervisors for 1993.

Motion was made by Supervisor Fox, seconded by Chairman Bennett, and carried unanimously to appoint Supervisor Kenneth B. Bennington as Vice-Chairman of the Board of Supervisors for 1993.

E. OFFICER APPOINTMENTS: Nominations were made for the positions of Township Secretary and Treasurer for 1993.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Ms. Lynda Seimes as Township Secretary for 1993.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Mr. Bruce G. Horrocks as Treasurer for 1993.

F. PERSONNEL APPOINTMENTS: The following motions were made by the Board of Supervisors for the positions stated:

1. Township Manager - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Mr. Bruce G. Horrocks as Township Manager.

2. Chief of Police/Chairman of Department of Public Safety - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Mr. George C. Egly, Jr. as Chief of Police.

3. Director of Public Works - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Mr. Thomas A. Buzby as Director of Public Works.

4. Code Enforcement Officer - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Mr. Eric D. Applegate as Code Enforcement Officer.

5. Zoning Officer - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Ms. Samantha J. Fellman as Zoning Officer.

Chairman Bennett introduced Ms. Fellman and explained the Zoning Officer's job is a new position as of 1993, because the workload had become too heavy for Mr. Applegate to carry both the position of Building Inspector and Zoning Officer. Eleven candidates were interviewed by Mr. Horrocks, with the three most qualified interviewed by the Board of Supervisors.

6. Emergency Management Coordinator - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Mr. Robert Grunmeier, II as Emergency Management Coordinator.

7. Assistant Emergency Management Coordinator - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Mr. Robert Tuttle as Assistant Emergency Management Coordinator.

G. PROFESSIONAL SERVICE APPOINTMENTS -

1. Township Solicitor - Motion was made by Supervisor Bennington, and seconded by Chairman Bennett to appoint the firm of Grabowski, Eberle, Rice and Scafidi as Township Solicitor for 1993. Supervisor Fox abstained from the vote.

2. Zoning Hearing Board Solicitor - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint the firm of Grim, Biehn, Thatcher and Helf as Zoning Hearing Board Solicitor for 1993.

3. Township Engineer - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint the firm of C. Robert Wynn Associates as Township Engineer for 1993.

4. Township Certified Public Accountant - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint the firm of Niessen, Dunlap and Pritchard as the Certified Public Accountant for 1993.

5. Township Depository - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint the firm of Union National Bank and Trust as the Township Depository for 1993.

H. BOARD APPOINTMENTS - Chairman Bennett commented with the addition of Ms. Fellman, the Township now has 27 full-time employees and two part-time employees for a total of 29 Township employees. What many residents do not realize is that there are 35 volunteers who comprise the various Township board's. These are extremely important positions, most of which are strictly volunteer positions and the individuals do not get paid for their time and effort. Chairman Bennett felt these volunteers were extremely important and that they contribute substantially to the Township.

1. Planning Commission - (1 - 5 yr. term; 1 - 2 yr. term) - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to reappoint Mr. James Coyne to a five year term on the Planning Commission.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Ms. Alice Camburn to complete the remaining two year term on the Planning Commission.

2. Zoning Hearing Board - (1 - 3 yr. term) - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to reappoint Mr. Charles Grasse to a three year term on the Zoning Hearing Board.

3. Water and Sewer Authority - (1 - 5 yr. term) - Motion was made by Supervisor Bennington and seconded by Chairman Bennett to reappoint Mr. Frank Beck to a five year term on the Water and Sewer Authority. Supervisor Fox voted nay.

4. Park and Recreation - (1 - 5 yr. term) - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to reappoint Mr. George Antunes to a five year term on the Park and Recreation Board.

5. Vacancy Board - (1 - 1 yr. term) - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to reappoint Mr. Feryl Spaninger to a one year term on the Vacancy Board.

I. RECOMMENDATION OF THE TREASURER'S BOND LIMIT - Chairman Bennett explained it is a custom for the Board of Supervisors to recommend to the elected Board of Auditors, a Bond Limit for the Treasurer. Previously, that Bond has been in the amount of \$500,000.00.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to recommend a limit of \$500,000.00 be placed on the Treasurer's Bond Limit for 1993.

J. EMPLOYEE CONTRIBUTION TO PENSION FUND - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to adopt Resolution #93-1, resolving that Hilltown Township will not require any pension contribution from the Hilltown Township Police for the year 1993.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to adopt Resolution #93-2, resolving that Hilltown Township will not require any pension contribution from the Non-Uniform Employees for the year 1993.

K. BOARD OF SUPERVISOR'S MEETING DATES - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to adopt Resolution #93-3, accepting the Board of Supervisor's meeting dates for the year 1993, including Worksession meetings where the Board of Supervisors may take action as required.

L. PLANNING COMMISSION MEETING DATES - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to adopt Resolution #93-4, accepting the Planning Commission meeting dates for the year 1993, with a change in the July Worksession meeting date from Monday, July 5th to Tuesday, July 6th, due to the holiday.

M. 1993 NON-UNIFORM HOLIDAYS - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to adopt Resolution #93-5 establishing the following holidays for 1993:

Page 5
Board of Supervisor's Reorganization Meeting
January 4, 1993

- Friday, January 1 New Year's Day
- Monday, January 18 Martin Luther King Day
- Friday, April 9 Good Friday
- Tuesday, May 18 Primary Election Day
- Monday, May 31 Memorial Day
- Friday, July 2 Floating Holiday
- Monday, July 5 Independence Day
- Monday, September 6 Labor Day
- Tuesday, November 2 Election Day
- Thursday, November 25 Thanksgiving Day
- Friday, November 26 Day after Thanksgiving
- Friday, December 24 Christmas

N. ADOPTION OF THE 1993 FEE SCHEDULE FOR BUILDING, ZONING AND MISCELLANEOUS FEES - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to adopt Resolution #93-6, establishing a fee schedule for building, zoning and miscellaneous for 1993, all fees remaining the same as last year, with the exception of the addition of an Act 537 Revision fee in the amount of \$250.00.

O. ADOPTION OF 1993 TAX RATES - Chairman Bennett explained the tax rates for 1993 in Hilltown Township will remain the same as the 1992 rates, with a total of 17 mills.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to adopt Resolution #95-7, establishing Tax Rates for 1993, which are as follows:

Real Estate	8 mills
Earned Income	1/2%
Per Capita	\$10.00
Real Estate Transfer	1/2%
Amusement Tax	10%
Fire Protection Tax	3 mills
Occupation Priv. Tax	\$ 5.00
Fire Hydrant Tax	1 mill
Debt Service	6 mills

P. APPOINTMENT OF DELEGATE TO STATE CONVENTION - Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to appoint Chairman William H. Bennett, Jr. as delegate to the State Convention in Hershey, Pennsylvania. Supervisor Bennington also recommended that Mr. Bruce G. Horrocks, Township Manager, attend the State Convention, and the Board agreed.

Q. APPROVAL OF CURRENT PAYABLES - Chairman Bennett presented the Bill's List dated Jan. 4, 1993, which totals \$22,980.22 of regular funds, \$7,434.66 in State Highway Aid funds and \$331.60 in Escrow funds, for a grand total of \$30,746.48.

Board of Supervisor's Reorganization Meeting
January 4, 1993

Supervisor Fox noted a bill from Drake, Hileman and Davis, a replacement for the Zoning Hearing Solicitor, in the amount of \$66.50. Supervisor Fox stated the Township has been receiving a bill from this firm on a regular basis for matters which have already been handled or are a dead issue at this time, concerning the Bernie Enterprises case. Mr. Horrocks replied in the last two monthly statements from Drake, Hileman and Davis, there has been review of a letter from the applicant's attorney and review of a letter from the resident's attorney concerning this case. Mr. Horrocks will research the matter further.

Chairman Bennett commented this is the final Bill's List for the month and he is again unhappy with the cash payments for medical and dental bills in the amount of \$3,500.00 for this period. Chairman Bennett is sure this will put the grand total at \$25,000.00 for 1992, against a forecasted budget of \$13,000.00 for medical and dental payments. While on the subject of health care, at this time last year, Chairman Bennett explained, the Township began with an estimate of \$115,000.00 for the insurance policy, which does not include the bills he just spoke about. The estimate for 1993 is \$147,000.00 for health care coverage. Mr. Horrocks reminded Chairman Bennett that within that payment of \$147,000.00, most Township employees are contributing \$9,500.00 towards their own medical benefits in 1993.

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to approve the Bill's List as submitted, subject to audit.

R. PUBLIC COMMENT None.

S. SUPERVISOR'S COMMENTS -

1. Chairman Bennett stated Hilltown Township is going into the new year with a surplus of approximately \$60,000.00, and a Contingency Fund in the 1993 Budget in the amount of \$47,000.00. Chairman Bennett believes the Township is in the best financial shape it has been in for the past five or six years.

2. Mr. Horrocks presented one further Resolution for adoption this evening, which is Resolution #93-8, acceptance and authorization of the 1993 Tax Anticipation Note in the amount of \$300,000.00.

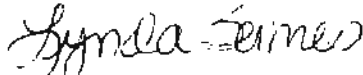
Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to adopt Resolution #93-8 establishing the 1993 Tax Anticipation Note in the amount of \$300,000.00 for 1993.

Page 7
Board of Supervisor's Reorganization Meeting
January 4, 1993

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

U. ADJOURNMENT - Upon motion by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously, the January 4, 1993 Reorganization meeting of the Hilltown Township Board of Supervisors was adjourned at 8:10PM.

Respectfully submitted,



Lynda Seimes
Township Secretary