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HILLTOWN TOWNSHIP  
BOARD OF SUPERVISORS  
REORGANIZATION MEETING  
Monday, January 7, 1991 - 7:30PM

The 1991 Hilltown Township Reorganization Meeting opened with the Pledge of Allegiance at 7:35PM.

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

B. CALL TO ORDER: The Hilltown Township Board of Supervisors' Reorganization Meeting of January 7, 1991 was called to order by Temporary Chairman William H. Bennett, Jr.. In attendance, in addition to Supervisors Bennett and Bennington, were Supervisor Betty J. Kelly, Township Solicitor, Francis X. Grabowski, and Assistant Township Secretary, Lynda Seimes.

C. SELECTION OF TEMPORARY SECRETARY - Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint Lynda Seimes as Temporary Secretary.

D. NOMINATIONS: Nominations were made for Chairperson and Vice-Chairperson of the Board of Supervisors for 1991: Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint Supervisor William H. Bennett, Jr. as Chairman. Motion was made by Supervisor Bennington, seconded by Chairman Bennett and carried unanimously to appoint Supervisor Betty J. Kelly as Vice-Chairperson.

E. PERSONNEL APPOINTMENTS: The following motions were made by the Supervisors for the positions stated:

1. Secretary/Treasurer: Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint Chairman William H. Bennett, Jr. as Secretary/Treasurer.

2. Chief Financial Officer: Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint Christine L. Morgan as Chief Financial Officer.

3. Chief of Police/Public Safety Officer: Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint George C. Egly as Chief of Police/Public Safety Officer.

4. Director of Public Works: Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint Thomas Buzby as Director of Public Works.

5. Assistant Township Secretary: Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint Lynda Seimes as Assistant Township Secretary.

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6. Zoning Officer/Building Inspector: Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint Eric Applegate as Zoning Officer/Building Inspector.

7. Assistant Zoning Officer: Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint C.Robert Wynn as Assistant Zoning Officer.

8. Police Secretary: Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint Alice Munn as Police Secretary.

F. BOARD OF AUDITORS: Chairman Bennett advised there are no Auditor positions up for election or reappointment this year. Chairman Bennett recognized Ms. Joan Ferry, Chairperson of the Board of Auditors, who was present in the audience. Chairman Bennett stated the Board of Auditors has their first official meeting of the year on Tuesday, January 8, 1991 at 8:00PM.

G. ESTABLISHMENT OF TAX RATES: Resolution #91-1 was adopted by the Board of Supervisors. The following tax rates were established for 1991:

Real Estate	6 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

Chairman Bennett advised the above are tax rates for Hilltown Township only.

Motion was made by Supervisor Kelly, seconded by Supervisor Bennington and carried unanimously to accept Resolution #91-1 establishing Tax Rates for 1991.

H. ESTABLISHMENT OF USER FEES: Chairman Bennett stated the fee schedule has not yet been completed, however the main fees are listed below. Resolution #91-2 was adopted by the Board of Supervisors. User fees for 1991 are as follows:

Soliciting Permit	\$ 25.00
Auto Salvage	\$100.00
Plumbing License	\$100.00 - Masters (New)
	\$ 75.00 - Renewal
Refuse License	\$ 50.00/Truck
Pool Permits	\$ 75.00 - Above Ground
	\$150.00 - In Ground

Driveway Permits	\$ 30.00 - Flat Fee + \$30.00/Inspection
Parking Tickets	\$ 10.00
Alarm Fees	\$ 50.00
Use and Occupancy	\$100.00 - Commercial \$ 50.00 - Residential \$ 50.00 - Non-Res. Addition/Alt. \$ 25.00 - Res. Addition/Alt.
Well Permits	\$ 50.00
Police Reports	\$ 8.00
Flood Plain Certif.	\$175.00
Zoning Hearing Board	\$300.00 - Residential \$750.00 - Commercial
Building Permits	Per Fee Schedule

Motion was made by Supervisor Kelly, seconded by Supervisor Bennington and carried unanimously to adopt Resolution #91-2 accepting User Fees for 1991.

I. RECOMMENDATION OF TREASURER'S BOND LIMIT: The Board of Supervisors unanimously agreed to recommend to the Board of Auditors to continue the \$500,000.00 Treasurer's Bond Limit held with H.A. Thompson Insurance Company. Chairman Bennett advised the fee for 1990 was \$584.00.

J. PENSION EMPLOYEE CONTRIBUTIONS: Chairman Bennett stated \$13,000.00 was budgeted for 1991, however as of this morning's mail, a letter has been received from PMRS indicating the Township owes \$26,500.00 for 1991. Chairman Bennett does not have the specifics on this matter, but apparently Governor Casey signed into law within the last few days of December, 1990, changing the State contributions to the Pension Fund. It does appear, however, the preliminary bill will cost the Township \$26,500.00.

Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to adopt Resolution #91-3 resolving that Hilltown Township will not require any pension contribution from the Hilltown Township Police for the year 1991.

Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to adopt Resolution #91-4 resolving that Hilltown Township will not require any pension contribution from the Non-Uniform Employees for the year 1991.

K. PROFESSIONAL SERVICE APPOINTMENTS:

1. Township Solicitor - Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint the firm of Grabowski, Eberle, Rice and Scafidì as the Township Solicitor for 1991.

2. Township Engineer - Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint the firm of C. Robert Wynn Associates as Township Engineer for 1991.

3. Zoning Hearing Board Solicitor - Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint the firm of Grim, Biehn, Thatcher and Helf as Zoning Hearing Board Solicitor for 1991.

4. Consultant to the Planning Commission - Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint the firm of Carter Van Dyke as Consultant to the Planning Commission for 1991.

5. Depository - Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint Union National Bank as Depository of Hilltown Township for 1991.

L. BOARD VACANCIES: Chairman Bennett stated there are several people who have signified an interest in continuing to serve on the respective Board's.

1. Planning Commission (5 year term): Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to reappoint Charles Barclay to a 5 year term on the Planning Commission.

2. Zoning Hearing Board (3 year term): Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to reappoint John Snyder to a 3 year term on the Zoning Hearing Board.

3. Park and Recreation Board (5 year term): Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to reappoint Bea Waite to a 5 year term on the Park and Recreation Board.

4. Water and Sewer Authority (5 year term): Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to reappoint Earl Sullivan to a 5 year term on the Hilltown Township Water and Sewer Authority.

5. Vacancy Board (1 year term): Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to reappoint Scott Tagg to a 1 year term on the Vacancy Board.

6. Fire Panel (2 year term): Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint Charles Barclay to a 2 year term on the Fire Panel.

7. Zoning Hearing Board Alternate (1 year term): Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to appoint Larry Jones to a one year term as Zoning Hearing Board Alternate. Supervisor Bennington introduced Mr. Jones to those present.

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M. BOARD OF SUPERVISOR'S MEETING DATES: Chairman Bennett advised the Board of Supervisors will continue to meet on the second and fourth Monday of each month at 7:30PM in the Hilltown Township Municipal Building. Chairman Bennett explained there is a possible change of the meeting date of April 8, 1991, since the State Convention will be held in Hershey, Pennsylvania at that time.

Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to adopt Resolution #91-5 accepting the Board of Supervisor's meeting dates for the year 1991.

N. PLANNING COMMISSION MEETING DATES: Chairman Bennett advised the Planning Commission's regular meeting dates are the third Monday of each month at 7:30PM in the Hilltown Township Municipal Building, with Work Sessions scheduled for the first Monday of each month at 7:30PM, also in the Hilltown Township Municipal Building.

Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to adopt Resolution #91-6 accepting the Planning Commission meeting dates for the year 1991.

O. 1991 HOLIDAYS: Motion was made by Supervisor Kelly, seconded by Supervisor Bennington and carried unanimously to adopt Resolution #91-7 establishing the following holidays for 1991 per the Non-Uniform Contract:

Tuesday, January 1	New Year's Day
Monday, January 21	Martin Luther King Day
Friday, March 29	Good Friday
Tuesday, May 21	Primary Election Day
Monday, May 27	Memorial Day
Thursday, July 4	Independence Day
Friday, July 5	Floating Holiday
Monday, September 2	Labor Day
Tuesday, November 5	General Election Day
Thursday, November 28	Thanksgiving Day
Friday, November 29	Day after Thanksgiving
Wednesday, December 25	Christmas Day

P. DELEGATE TO THE STATE CONVENTION: Motion was made by Supervisor Bennington, seconded by Chairman Bennett and carried unanimously to nominate Betty Kelly, newly elected Vice-Chairperson, as the voting delegate to the State Association's Convention in Hershey, Pennsylvania.

Q. POLICE DEPARTMENT CONTRACT: Chairman Bennett explained a settlement has not been reached between the Board of Supervisors and the Police Department regarding the Police Department Contract and this issue is now officially in arbitration.

R. PUBLIC COMMENT:

1. Ms. Lee Buchanan-Gregory of Blue School Road, made several comments pertaining to the elimination of the Assistant Township Manager's position with Hilltown Township.

Chairman Bennett confirmed a meeting had been held with Ms. Buchanan-Gregory and the Board of Supervisors in the Township Building on Monday, December 31, 1991 with regard to the elimination of the Assistant Manager's position. A copy of this agreement signed by Ms. Buchanan-Gregory and the Board of Supervisors is attached for the record.

Chairman Bennett stated this is a personnel matter which the Board of Supervisors do not wish to discuss publicly.

S. SUPERVISOR'S COMMENTS:

1. Motion was made by Supervisor Bennington, seconded by Supervisor Kelly and carried unanimously to adopt Resolution #91-8 for the Tax Anticipation Note for 1991 in the amount of \$265,000.00 through Union National Bank at a rate of 5 3/4%.

Chairman Bennett explained the reason for the Tax Anticipation Note is because the Township gets very little revenues in the first four months of the year, however expenses continue on a regular basis, and a payroll of approximately \$38,000.00 must be met every two weeks. Therefore, the Township secures a loan from the bank to tide us over, particularly the first four or five months of the year, before the real revenues begin to come in.

2. Chairman Bennett commented this has been an exceptionally difficult year for Hilltown Township, beginning with the problems with the previous manager early in 1990, and followed by the Hoopes' triple slaying, however since Hilltown Township is the largest community in Upper Bucks County, Hilltown will continue to make the headlines. Chairman Bennett stated Hilltown Township is in substantially better shape than we were a year ago. Our finances have been straightened out and Hilltown is stronger financially. Chairman Bennett commended the Administrative staff of Hilltown Township - Christine Morgan, Chief Financial Officer, Lynda Seimes, Assistant Township Secretary, and Eric Applegate, Building Inspector/Zoning Officer, as well as all the Township Boards, which boast many fine, dedicated people.

Chairman Bennett stated he is sorry the issue of Police negotiations had to go as far as arbitration. Taxes have been raised, quite reluctantly, and the Board of Supervisors feel the nation is in a state of recession, which will only get progressively worse, yet the money must come from somewhere. Chairman Bennett hoped 1991 would prove to be a better year for Hilltown Township.

3. Supervisor Bennington read a letter the Board of Supervisors received from Hatfield Borough Councilman, James Bruscia, regarding Trader's Village. Supervisor Bennington commented Mr. Bruscia should concern himself with the problems in Hatfield Borough, not the problems in Hilltown Township. Supervisor Bennington stated if the owner of Trader's Village had followed the proper procedures as required by our Zoning Ordinance, the vendors in Trader's Village would not be experiencing the problems they are now.

T. PRESS CONFERENCE: A conference was held to answer questions of those reporters present. Mr. John Gerner of the News Herald asked if the appointment of C. Robert Wynn, as Assistant Zoning Officer was a newly created position. Chairman Bennett answered that appointment was made in November of 1990, and the Board intends to continue that appointment for approximately 4 to 6 months in 1991. Mr. Gerner questioned the \$13,000.00 shortfall for the pension fund. Chairman Bennett explained the Township had budgeted approximately \$13,000.00, but as of today's mail, PMRS in Harrisburg has stated because of a cutback in State funds, it appears the cost to the Township will be approximately \$26,000.00. Mr. Gerner asked why the elimination of the Assistant Township Manager position was not discussed in a public meeting. Chairman Bennett stated he intended to mention this fact during "Supervisor's Comments", however the issue was already brought forth at the podium this evening. Mr. Grabowski explained the decision by the Board of Supervisors was such that the position of Assistant Township Manager, and/or that of Acting Township Manager is a position which is not spelled out within the Second Class Township Code as being official positions, and Mr. Grabowski stated it was then thought that this fell under the umbrella of "personnel matters", which was exempt. Mr. Gerner asked, in the absence of a Township Manager, who would be acting in this capacity for Hilltown Township. Chairman Bennett advised the Secretary/Treasurer would administer and facilitate the day to day operations of the Township. Chairman Bennett stated the Board of Supervisors hoped to hire a Township Manager within the first quarter of the year.

U. ADJOURNMENT: There being no further business, a motion for adjournment was made by Supervisor Kelly and carried unanimously, at 8:10PM.

Respectfully submitted,



Lynda Seimes  
Assistant Township Secretary  
HILLTOWN TOWNSHIP

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# HILLTOWN TOWNSHIP

13 West Creamery Road

P.O. Box 260

Hilltown, PA 18927

(215) 453-6000

The Board of Supervisors of Hilltown Township has determined that the position of Assistant Township Manager is eliminated as of December 31, 1990. This decision also includes the current category of Acting Township Manager.

The effect of same, unfortunately, does not provide another available position or job for Ms. Lee Buchanan-Gregory for Hilltown Township.

So agreed this 31st day of December, 1990 by the undersigned.

Hilltown Township  
Board of Supervisors

*William H. Bennett*  
William H. Bennett

*Kenneth B. Bennington*  
Kenneth B. Bennington

*Betty J. Kelly*  
Betty J. Kelly

*Lee Buchanan-Gregory*  
Lee Buchanan-Gregory



HILLTOWN TOWNSHIP  
BUCKS COUNTY, PENNSYLVANIA  
RESOLUTION NO. 91-1

BE IT RESOLVED that the Board of Supervisors of Hilltown Township hereby establishes the following tax rates for 1991:

Real Estate	6 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

SO BE IT RESOLVED this 7th day of January, 1991.

HILLTOWN TOWNSHIP BOARD OF SUPERVISORS

*Wm H. Bennett*  
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*Kenneth B. Benzel*  
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*Betty J. Kelly*  
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HILLTOWN TOWNSHIP  
BUCKS COUNTY, PENNSYLVANIA  
RESOLUTION NO. 91-2

BE IT RESOLVED that the following User Fees be instituted for 1991 in Hilltown Township:

Soliciting Permit	\$ 25.00
Auto Salvage	\$100.00
Plumbing License	\$100.00 - Masters(New)
	\$ 75.00 - Renewal
Refuse License	\$ 50.00/Truck
Pool Permits	\$ 75.00 - Above Ground
	\$150.00 - In Ground
Driveway Permits	\$ 30.00 Flat Fee + \$30.00/Inspection
Parking Tickets	\$ 10.00
Alarm Fees	\$ 50.00
Use and Occupancy	\$100.00 - Commercial
	\$ 50.00 - Residential
	\$ 50.00 - Non-Res. Addition/Alt.
	\$ 25.00 - Res. - Addition/Alt.
Well Permits	\$ 50.00
Police Reports	\$ 8.00
Flood Plain Certif.	\$175.00
Zoning Hearing Board	\$300.00/Residential
	\$750.00/Commercial
Building Permits	Per Fee Schedule

SO BE IT RESOLVED this 7th day of January, 1991.

HILLTOWN TOWNSHIP BOARD OF SUPERVISORS

*Wm H. Bennett Jr*  
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*Kenneth B. Benfleur*  
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*Patty J. Kelly*  
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HILLTOWN TOWNSHIP  
BUCKS COUNTY, PENNSYLVANIA  
RESOLUTION #91-3

BE IT RESOLVED that the Board of Supervisors of Hilltown Township will not require any contribution from the Hilltown Township Police for the year 1991 for payment of the employee contribution to the Pension Fund, pursuant to the Second Class Township Code.

SO RESOLVED, this 7th day of January, 1991.

HILLTOWN TOWNSHIP BOARD OF SUPERVISORS

Wm H Bennett Jr  
Kenneth S Braglio  
Betty J Kelly

HILLTOWN TOWNSHIP  
BUCKS COUNTY, PENNSYLVANIA  
RESOLUTION #91-4

BE IT RESOLVED that the Board of Supervisors of Hilltown Township will not require any contribution from the Non-Uniformed Employees for the year 1991 for payment of the employee contribution to the Pension Fund, pursuant to the Second Class Township Code.

SO RESOLVED, this 7th day of January, 1991.

HILLTOWN TOWNSHIP BOARD OF SUPERVISORS

*Wm H Bennett Jr*  
\_\_\_\_\_  
*Kenneth B Bengt*  
\_\_\_\_\_  
*Betty J. Kilby*  
\_\_\_\_\_

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HILLTOWN TOWNSHIP  
BUCKS COUNTY, PENNSYLVANIA  
RESOLUTION #91-5

BE IT RESOLVED that the Board of Supervisors of Hilltown Township adopts the following Supervisor's Meeting Dates for the 1991 calendar year:

7:30PM - MONDAY

January 07 - Reorganization  
January 28

February 11  
February 25

March 11  
March 25

April 08 (Convention)  
April 22

May 13  
May 28 - Tuesday (due to Holiday)

June 10  
June 24

July 08  
July 22

August 12  
August 26

September 09  
September 23

October 14  
October 28

November 11  
November 25

December 09  
December 23

SO RESOLVED, this 7th day of January, 1991.

HILLTOWN TOWNSHIP BOARD OF SUPERVISORS

*Wm. H. Bennett Jr.*  
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*Edward B. Benigno*  
\_\_\_\_\_  
*Betty J. Kelly*  
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HILLTOWN TOWNSHIP  
BUCKS COUNTY, PENNSYLVANIA  
RESOLUTION #91-6

BE IT RESOLVED that the Board of Supervisors of Hilltown Township adopts the following meeting dates for the Planning Commission for the 1991 calendar year:

Regular Meetings:  
7:30PM - Monday

- January 21
- February 18
- March 18
- April 15
- May 20
- June 17
- July 15
- August 19
- September 16
- October 21
- November 18
- December 16

Work Sessions - Zoning Revisions:  
7:30PM - Monday

- January - to be determined
- February 04
- March 04
- April 01
- May 06
- June 3
- July 01
- August 05
- September 03 - Tuesday(due to holiday)
- October 07
- November 04
- December 02

SO RESOLVED, this 7th day of January, 1991.

HILLTOWN TOWNSHIP BOARD OF SUPERVISORS

*Wm H. Bennett Jr*  
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*Kenneth S. Boylan*  
 \_\_\_\_\_  
*Betty J. Kelly*  
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HILLTOWN TOWNSHIP  
BUCKS COUNTY, PENNSYLVANIA  
RESOLUTION #91-7

BE IT RESOLVED that the Board of Supervisors of Hilltown Township adopts the following holidays for non-uniform employees for the 1991 calendar year:

Tuesday, January 1	New Year's Day
Monday, January 21	Martin Luther King Day
Friday, March 29	Good Friday
Tuesday, May 21	Primary Election Day
Monday, May 27	Memorial Day
Thursday, July 4	Independence Day
Friday, July 5	Floating Holiday
Monday, September 2	Labor Day
Tuesday, November 5	General Election Day
Thursday, November 28	Thanksgiving Day
Friday, November 29	Day after Thanksgiving
Wednesday, December 25	Christmas Day

SO RESOLVED this 7th day of January, 1991.

HILLTOWN TOWNSHIP BOARD OF SUPERVISORS

*Wm. H. Bennett Jr.*  
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*Kenneth B. Benyter*  
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*Betty J. Kelly*  
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