

**HILLTOWN TOWNSHIP
SUPERVISORS' MEETING
December 27, 1988**

The meeting of the Hilltown Township Board of Supervisors was called to order by Chairman Robert H. Grunmeier at 7:30 P.M. Chairman Grunmeier announced that Mr. John Rice is present, representing the Township Solicitor's office. Mr. Grunmeier also thanked the Vice Chairperson and Administrative and Police personnel for setting up the employee's Christmas party.

Members present were: Robert H. Grunmeier, Chairman
 Betty J. Kelly, Vice Chairperson
 William H. Bennett, Supervisor

Others present were: James H. Singley, Township Manager
 Gloria G. Neiman, Township Secretary
 Chief George C. Egly, Chief of Police
 John Rice, Township Solicitor's Office
 C. Robert Wynn, Township Engineer

A. APPROVAL OF MINUTES: Mr. Bennett indicated an addition be made to Page 5, Resident's Comments. Add Item 4. "Mr. Bennett stated that a 15 mph speed limit is posted on Cherry Road." (It was noted that this is an unenforceable speed limit). There being no further additions or corrections, a motion was made by Mrs. Kelly to approve the minutes of the December 12, 1988 Supervisors' meeting as corrected; motion seconded by Mr. Bennett and carried unanimously.

B. ACCOUNTS PAYABLE: Billing in the following amounts was approved by the Board: General Fund - \$20,561.81; Street Light Account - \$465.64; and State Funds Account - \$37,051.24. Mr. Bennett asked for a "year to date" figure on Code Inspections billing; Mr. Singley replied, approximately \$48,000 (less than previous inspection agency). Motion was made by Mrs. Kelly to pay bills when due; motion seconded by Mr. Bennett and carried unanimously.

C. TREASURER'S REPORT: Mr. Singley read the report for the month of December 1988 which is on file at the Township Building. Motion was made by Mrs. Kelly to approve the report as given subject to audit; motion seconded by Mr. Bennett and carried unanimously.

D. MANAGER'S REPORT:

1. Mr. Singley announced that a personnel meeting was held prior to tonight's meeting; there will be another personnel meeting Wednesday evening, December 28, 1988 at 7:00 P.M.

2. Municipal Building - Project meeting minutes of 12/7/88, 12/14/88, and 12/21/88 were submitted to the Board. Mr. Singley noted that all masonry work is to be completed by this date; projected completion date is April 15, 1989 or earlier. Change orders were discussed (Mr. Bennett questioned amount of total change orders to date - approximately \$45,000). Motion was made by Mrs. Kelly to recommend to the Hilltown Township Water & Sewer Authority that change orders be approved for the rear access driveway and installation of subsurface drains for excavation - a total of \$14,622.54; motion seconded by Mr. Bennett and carried unanimously.

3. '89 Budget - Chairman Grunmeier asked that Mr. Bennett give a background on a proposed incentive program. Mr. Bennett stated that he has suggested that managers of the Township be paid on the basis of incentive compensation. He stated that managers should be paid "to do a job -- not just hold a job"; on the basis of what the Supervisors and citizens would like to see accomplished. Mr. Bennett further explained that, instead of being relegated to an automatic (3%, 4%, or 5%) salary increase; these people would have the potential of receiving an annual bonus as high as 15% to 20% - if they get the job done; however, if performance is not satisfactory, there could be no salary increase or dismissal. Mr. Bennett indicated that the Board is in the process of formulating objectives for these positions. It was noted that Mr. Bennett contacted DCA (Department of Community Affairs) and they have advised that this is a viable program. Chairman Grunmeier made these recommendations, and motion was made by Mrs. Kelly to approve as follows: 1) The Capital Purchase Account #01410.740 be raised from \$36,000 to \$52,000 with stipulation of possible purchase of new police computer; 2) The upgrading of the position of Township Secretary as defined in Section 540 of the Second Class Township Code to a Department Head level and eligible for incentive pay; and 3) \$5,000 be added to the Police Officer's account, with the possibility of hiring a new officer starting in March and subject to review by the Supervisors; motion was seconded by Mr. Bennett and carried unanimously.

1989 Budget - Chairman Grunmeier asked for resident's comments regarding the budget; there being none, a motion was made by Mr. Bennett to adopt the 1989 budget - total \$2,108,467; breakdown of accounts as follows:

| | |
|--------------------------|-------------|
| General Fund Account - | \$1,643,533 |
| Street Lighting Account | 5,500 |
| Fire Hydrant Account - | 3,800 |
| Capital Account - | 50,210 |
| Highway Aid Account - | 203,024 |
| Police Pension Account - | 80,000 |
| Non-Uniform Pension - | 30,000 |
| Fire Tax - | 92,400 |

Motion seconded by Mrs. Kelly and carried unanimously.

4. Letter received from Governor's office -- Mr. Singley requested the Board's permission to attend briefings being held on Tax Reform from January 18th through January 31st (at no charge). The Board agreed to this request - information will be forwarded to the Supervisors.

5. User Fees - The following "user fees" were established by the Board:

- Soliciting Permit - \$25 per month
- Plumber's License - \$50 Master; \$35 Renewal
- Refuse License - \$35/truck
- Driveway Permit - \$30
- Parking Tickets - \$10
- Flood Plain Certification - \$75
- Administration fees on escrows - 10% (up to a maximum of \$5,000).
- Subdivision Applications:
 - Residential Major Subdivision - \$350 plus \$125/lot.
 - Industrial/Commercial Subdivision - \$500 + \$125/lot.
- Land Site Development:
 - Commercial/Industrial - \$750 + \$25 per 1,000 square feet of gross building area or part thereof.

Per Capita - \$10.00

Chairman Grunmeier asked for resident's comments; there being none, a motion was made by Mr. Bennett to adopt Resolution #88-43; motion seconded by Mrs. Kelly and carried unanimously.

6. C.D. Application - PennDOT has notified the Township that the light at Rt. 113 and Diamond Street has been approved by the State; permit is good for two years. Mr. Steven Stein, Community Development Program Director, has advised that this traffic signal does not qualify for C.D. funding since it does not service a low income neighborhood. Results of survey of persons using this intersection (to determine low income) must be received by C.D. by February 14, 1989. Mr. Stein advised that, as an alternative, they would allow Hilltown to add funds to the on going sewer project in the Line Lexington area to serve residents on the Hilltown side. Final decision by Community Development is expected by 2/21/89. The Board agreed to table this decision until further information is reviewed.

7. Chairman Grunmeier asked status of DCA survey on the Police Department - no reply received to date.

8. Chairman Grunmeier requested that a meeting be set up with Towamencin Township to review their police computer system, with the Supervisors, Mr. Singley, George Bock, and Alice Munn, Police Department Secretary. Mr. Singley will set up a meeting date.

E. ENGINEERING/PLANNING:

1. Country Square Land Development - located on Rt. 313, ½ mile southeast of Rt. 113 intersection; originally subdivided under James Neill Subdivision. Proposed is a 7,000 S.F. truck auto sales building, with another building to be utilized for office use; to be served by on-site septic and on-site water. PC recommended denial unless an extension is received from the applicant (deadline review date is 1/12/89). Outstanding items include (1) resolution of parking spaces and (2) water impact study requirement. Motion was made by Mrs. Kelly to deny the Country Square Land Development based on PC's recommendation and Township Engineer's review letter of 12/5/88, unless an extension is received; motion seconded by Mr. Bennett and carried unanimously.

2. North Penn Industrial Center Subdivision - located on Spur Road. Plan received preliminary plan approval over 2 years ago with denial as a final plan. Plan has now been revised to include a cul-de-sac street with 13 lots; access on Spur Road; two retention basins (one on Lot #1 and one on Lot #13); gravity fed sewer line (Hatfield Municipal Authority); public water (North Penn Water Authority). PC recommended final plan approval subject to resolution of outstanding items. Motion was made by Mrs. Kelly to approve the final plan of the North Penn Industrial Center Subdivision based on PC's recommendation and Township Engineer's correspondence of 12/14/88; motion seconded by Mr. Bennett and carried unanimously.

3. Calhoun Subdivision - 44 lot subdivision located on Orchard Road, final plan now entitled "Orchard Station"; preliminary plan approval received two years ago; problem with wetlands has resulted in delays. Twelve (12) acres of open space proposed to be dedicated to the Township. Permits have been received from DER and Army Corps of Engineers; 401 Certification from DER; and County Conservation District approvals have also been received. Outstanding items include: 1) Dedication of right-of-way easements and open space; 2) Execution of escrow agreement for improvements; 3) Consolidation of Parcel A with Yeager property; 4) Final approval from HTWSA; 5) Three unit dwelling structure home to be converted to single family home. PC recommended approval subject to conditions listed in 12/7/88 Twp. Engineer's letter and the condition that any off site soil brought to the site be verified that it is not contaminated. Motion was made by Mr. Bennett to approve the Calhoun Subdivision based on PC recommendation and subject to conditions listed in Township Engineer's letter of 12/7/88, (Chairman Grunmeier questioned use of open space; Mr. Singley advised Park & Rec. Board has indicated they will accept this open space); motion seconded by Mrs. Kelly and carried unanimously.

4. Baker Act 537 - removed from agenda at request of applicant's attorney.

5. H & L Subdivision - 5 lot subdivision; 3 lots containing 5+ acres and 2 lots containing 10+ acres; wetlands area has been delineated by a soils scientist. Note #5 has been added to the plan stating that the Township reserves the right to exercise whatever is necessary to guarantee that wetlands and flood plain are not disturbed; owner is responsible for costs incurred by Township in restoring the wetlands area. PC recommends approval subject to following conditions: 1) Dedication of Schwenkmill Road r/w; 2) Escrow for public improvements; 3) Erosion & sedimentation control; 4) Preparation of flood plain/wetlands easement acceptable to the Township; 5) Note be added to plan stating that issuance of a building permit for Lot #4 not be permitted, nor shall any disturbance of wetland area on Lot #4 be permitted until certification has been received from DER (Section 401, Water Pollution Control Act). Motion was made by Mr. Bennett to approve the H & L Subdivision based on the PC's recommendation and subject to conditions stated at this meeting by the Township Engineer; motion seconded by Mrs. Kelly and carried unanimously.

6. Hilltown Village Subdivision - located on Hilltown Pike and Broad Street - 5 lots proposed. PC has recommended denial unless an extension is received from applicant. Mr. Wynn indicated there are a number of outstanding items listed in his review letter of 11/3/88 and BCPC review of 11/16/88. Motion was made by Mr. Bennett to deny the Hilltown Village Subdivision unless an extension is received; motion seconded by Mrs. Kelly and carried unanimously.

7. Extension received: 90 day extensions received from the following: Good Land Development; Garden Spot II (Pileggi) Land Development; and Brick's Villa Subdivision.

8. Schultz Subdivision - Township Subdivision Regulations requires that all property corners be certified by the surveyor responsible for their installation. There has been litigation between the developer and engineer/surveyor; certification still not received. Subdivision Regulations state that the Township may certify these property corners; Mr. Wynn advised this will involve extensive research. The Board directed the Township Solicitor's office to notify the developer and his attorney that, in the event the certification is not received within 30 days, monies will be taken from escrow funds to complete the certification.

F. SOLICITOR'S REPORT: Mr. Rice indicated there was nothing new to report at this time.

G. RESIDENT'S COMMENTS: None

H. CORRESPONDENCE:

1. Letter received from Emergency Outreach, thanking the Township for allocation of C.D. funds.

2. Fire report received from Telford Fire Co.

3. Proposal received from Building Inspection Underwriters for inspections within the Township.

I. SUPERVISOR'S COMMENTS:

1. Mrs. Kelly reported that she attended a Solid Waste Meeting on 12/21/88, at which time new officers were elected. Mrs. Kelly will submit a report at the next Supervisors' meeting.

2. Mrs. Kelly also stated that the employee's Christmas party was held on 12/23/88 and it was a very nice affair.

3. Mr. Bennett indicated he has been questioned by residents regarding the white color of the bricks on the new township building. He read from an article entitled "Efflorescence" which explains that this is a deposit which appears on the surface of masonry or concrete construction, often due to salt. Chief Egly replied that the "acid wash" would be cleaned from the building before occupancy.

4. Mr. Bennett questioned liability insurance; Mr. Singley advised that this is being investigated through the Consortium. Regarding the Liquid Fuels Report, Mr. Singley advised this will be mailed by January 17, 1989. Mr. Bennett also questioned a recycling grant application; Mr. Singley advised that monies may be received from the County for recycling. Regarding Park & Rec. program applications; Mr. Singley stated that DCA has advised of future funding for implementation of new parks.

5. Chairman Grunmeier indicated he has received a letter from Clarence Radcliff, Building Inspector, asking for a policy decision from the Supervisors regarding approximately six properties which fall under the Rural Residency category which will not be completed by January 10, 1989 (Rural Residency deadline). Chairman Grunmeier suggested (after speaking with other Township officials) that the Board require the homeowner to execute an indemnity agreement fully releasing Hilltown Township from any liability or responsibility in issuance of the occupancy permit as it is affected by the Rural Residency termination. The Board agreed to this suggestion; motion was made by Mr. Bennett to approve issuance of an occupancy permit to any home under construction, not completed by January 10, 1989, under the Rural Residency, after an indemnity clause is signed by the homeowner; motion seconded by Mrs. Kelly and carried unanimously. (The Township Solicitor's office will draw up the indemnity agreement.)

6. Chairman Grunmeier reported on a meeting held on 12/14/88 at the Custom House, 2nd & Chestnut Street, Philadelphia, PA with Robert Brochu, representing the Army Corps of Engineers. In attendance were Mr. Grunmeier, Mr. Singley, Mr. Wynn and Mr. Grabowski, Township Solicitor. Also present were: Tom Cordrey, Soil Scientist, and Kirk Claus, engineer for Mr. Garis. The concensus of this meeting was that the Township should pursue the permit process because they will receive preferential treatment over a developer. The following permits/certifications are necessary: 1) 401 Water Quality Certification from DER; 2) Permit 105 from DER (encroachment permit); 3) If the Board agrees, the Township should send a letter to the U.S. Army Corps of Engineers, stating that the alternative route proposed by Garis would be

an unacceptable road alignment (Mr. Wynn explained that the previous Permit 105 for this project has expired and DER would not extend due to wetlands; DER has advised they will treat this as a new application. Wetlands area involves 60 linear feet; Mr. Wynn explained that wetlands are affected on only one side of the stream. An "S" curve was suggested to qualify for a "Nationwide Permit"; however curve could not then be changed to a straight roadway.); 4) Once a new application is submitted, DER permit will take 3 to 4 months; after that the Army Corps of Engineers' would make a decision within 60 to 90 days; and 5) All costs involved should be paid by Garis. Chairman Grunmeier stated that the Board must make a determination whether the Township should pursue the permit process. Motion was made by Mr. Bennett to pursue the permit process; motion seconded by Mrs. Kelly and carried unanimously. (Mr. Bennett questioned the Yarrow Court entrance; Mr. Wynn recommended that the alternative entrance be required as originally planned, regardless of the outcome of the box culvert permit process).

J. PRESS CONFERENCE: At this time a conference was held to answer questions and concerns of those reporters present.

There being no further business, a motion of adjournment was made by Mr. Bennett at 8:55 P.M.

Respectfully submitted,



Gloria G. Neiman
Township Secretary