

**HILLTOWN TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING
January 4, 1988**

A. SELECTION OF TEMPORARY CHAIRMAN: The Board selected Robert H. Grunmeier as Temporary Chairman in order to conduct the meeting prior to nominations.

B. SELECTION OF TEMPORARY TOWNSHIP SECRETARY: The Board selected Mrs. Gloria G. Neiman as Temporary Township Secretary for the purpose of taking minutes prior to nominations.

C. OATH OF OFFICE - WILLIAM H. BENNETT, JR.: District Magistrate, Robert Hunsicker administered the oath of office to Mr. William H. Bennett, Jr. Mr. Bennett presented "Oath of Office" form to the Supervisors to be placed on file by the Township Secretary.

D. CALL TO ORDER: The Hilltown Township Board of Supervisors' Reorganization Meeting of January 4, 1988 was called to order by Temporary Chairman, Robert H. Grunmeier at 7:35 P.M. Also present, in addition to Mr. Grunmeier and Mr. Bennett, were: Supervisor Betty J. Kelly, James H. Singley, Gloria G. Neiman, Chief George Egly and Thomas Buzby.

E. NOMINATIONS: Nominations were made for Chairman and Vice Chairperson of the Board: Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to name Robert H. Grunmeier as Chairman. Motion was made by Mr. Grunmeier and seconded by Mrs. Kelly to name Betty J. Kelly as Vice Chairperson. Mr. Bennett abstained from voting. Mrs. Kelly was elected Vice Chairperson by a majority vote.

F. PERSONNEL APPOINTMENTS: The following motions were made by the Board for Township officers/employees (with wages indicated):

1) Township Manager: Motion was made by Mr. Bennett, seconded by Mrs. Kelly and carried unanimously to reappoint James H. Singley as Township Manager (salary - \$41,200/yr.)

2) Township Secretary: Motion was made by Mrs. Kelly to reappoint Mrs. Gloria G. Neiman as the official Township Secretary (pursuant to the Second Class Township Code), motion seconded by Mr. Bennett and carried unanimously (salary \$18,600/yr.).

3) Bookkeeper/Administrative: Motion was made by Mr. Bennett, seconded by Mrs. Kelly and carried unanimously to appoint Mrs. Christine Morgan as Bookkeeper (salary - \$7.50/hr.).

4) Zoning Officer: Position is unfilled at this time.

5) Chief of Police: Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to reappoint George C.

- Egly, Jr. as Hilltown Township Chief of Police (salary \$37,080/yr. with Longevity of \$700).
- 6) Detective/Lieutenant: Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to reappoint Kerry Trauger as Detective/Lieutenant (salary - \$34,485/yr. with Longevity of \$700).
- 7) Police Department Secretary: Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to reappoint Mrs. Doris Gross as Police Department Secretary (salary \$7.50/hr.).
- 8) Police Department Clerk: Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to reappoint Mrs. Alice Munn as Police Department Clerk (salary - \$7.28/hr.).
- 9) Police Department Clerk: Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to reappoint Ms. Susan Kell as Police Department Clerk (salary - \$7.00/hr.).
- 10) Roadmaster: Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to reappoint Thomas Buzby as Hilltown Township Roadmaster (salary - \$32,700/yr.)
- 11) Foreman: Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to reappoint H. Scott Lear as Road Department Foreman (salary - \$10.16/hr.)
- 12) Road Crew (Skilled): Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to reappoint Joseph Bollman as Road Crew (Skilled) Laborer (salary \$9.61/hr.)
- 13) Road Crew (Skilled): Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to reappoint Michael Moyer as Road Crew (Skilled) Laborer (salary \$9.61/hr.)
- 14) Road Crew (Semi-Skilled): Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to reappoint Thomas Hess as Road Crew (Semi-Skilled) Laborer (salary \$8.93/hr.)

G. RECOGNITION OF BOARD OF AUDITORS: Chairman Grunmeier recognized Hilltown Township Auditors: G. Jay Francis, Joan E. Ferry, and Patricia Garland.

H. RECOMMENDATION OF TREASURER'S BOND LIMIT: Motion was made by Mr. Bennett to recommend to the Board of Auditors a Treasurer's Bond Limit amount of \$250,000; motion seconded by Mrs. Kelly and carried unanimously.

I. ESTABLISHMENT OF TAX RATES: Motion was made by Mrs. Kelly, seconded by Mr. Grunmeier to adopt Resolution #88-1, establishing the following tax rates for 1988:

| | |
|------------------------------|------------|
| Real Estate..... | 5 mils |
| Earned Income Tax..... | 1/2% |
| Per Capita..... | \$5.00 |
| Real Estate Transfer Tax.... | 1/2% |
| Fire Hydrant Tax..... | 1 mil. |
| Street Light Tax: | |
| Souderton..... | \$0.33/ft. |

Blooming Glen.....\$0.30/ft.

Mr. Bennett questioned if there has been any change in the tax structure from the previous year and was told there has been no change. A vote was taken, motion passed unanimously to adopt Resolution #88-1.

J. PENSION EMPLOYEE CONTRIBUTIONS: Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to adopt Resolution #88-2, resolving that Hilltown Township will not require any contribution from the Hilltown Township Police for the year 1988. Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to adopt Resolution #88-3, resolving that Hilltown Township will not require any contribution from the non-uniformed employees for the year 1988.

K. PROFESSIONAL SERVICE APPOINTMENTS:

1) Township Solicitor: Motion was made by Mr. Bennett, seconded by Mrs. Kelly and carried unanimously to retain the firm of Jaczun, Grabowski & Leonard as Township Solicitor. Rates as follows: F. Grabowski & N. Leonard - \$70/hr.
M. Eberle - \$65/hr.
J. Rice - 60/hr.
Meeting Attendance - \$75/per meeting.

2) Township Engineer: Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to retain the firm of C. Robert Wynn Associates as Township Engineer. Rates as follows: Project Engineer - \$44/hr.
Meeting Attendance - \$75/night

3) Zoning Hearing Board Solicitor: Motion was made by Mr. Bennett, seconded by Mrs. Kelly and carried unanimously to retain Joseph H. Wagner, Esquire as Zoning Hearing Board Solicitor at a rate of \$200/per meeting.

4) Building Inspectors: Motion was made by Mr. Bennett, seconded by Mrs. Kelly and carried unanimously to appoint the firm of Code Inspections, Inc., Warrington, PA (at a savings of \$7500/yr.) as Building Inspectors at the following rates:
Building Permits - 55% of fee
Plumbing Permits - 45% of fee
Electrical Permits - 75% of fee.

5) Data Processing/Township Computer: Motion was made by Mrs. Kelly, seconded by Mr. Bennett to retain the services of George Bock as Data Processing Consultant at a rate of \$30/hr. Mr. Bennett questioned the annual cost of this service; Mr. Singley advised that \$15,000 to \$18,000 has been spend this year; this amount includes set up of the computer system

for the Administrative and Police Department offices. Mr. Singley explained that the cost per hour is well below the amount paid the previous consultant.

6) Depository: Motion was made by Mrs. Kelly to retain Union National Bank as Township Depository; motion seconded by Mr. Bennett and carried unanimously.

L. BOARD VACANCIES - APPOINTMENTS:

1) Planning Commission (5 years): Motion was made by Mrs. Kelly, seconded by Chairman Grunmeier and carried unanimously to appoint Jay Poggi to the Hilltown Township Planning Commission for a 5 year term.

2) Zoning Hearing Board (3 years): Motion was made by Mr. Bennett, seconded by Mrs. Kelly and carried unanimously to appoint John Snyder to the Zoning Hearing Board for a 3 year term.

3) Water & Sewer Authority (5 years): Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to appoint Mr. Frank Beck to the Hilltown Township Water & Sewer Authority for a 5 year term.

4) Park & Recreation Board (5 years): Motion was made by Mr. Bennett, seconded by Mrs. Kelly and carried unanimously to appoint George Antunes to the Park & Recreation Board for a 5 year term.

5) Vacancy Board (1 year): Motion was made by Mr. Bennett, seconded by Chairman Grunmeier to appoint Charles Grass to the Vacancy Board for a one year term. Mrs. Kelly abstained from voting; motion carried.

M. SUPERVISORS' MEETING DATES: 1988 Supervisors' Meeting Dates read by Mr. Singley. Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to hold regular meetings of the Board of Supervisors for the year 1988 on the second and fourth Monday of each month at 7:30 P.M. as stated by the Township Manager (with December 19th being a tentative date due to the holiday). Meetings to be held at the Township Building, 113 State Street, Blooming Glen, PA. (Copy of meeting dates attached to these minutes).

PLANNING COMMISSION MEETING DATES: Mr. Singley indicated that the Planning Commission meets on the third Monday of each month at 7:30 P.M. (with a tentative meeting date of Tuesday, December 20th due to the holiday). Meeting dates will be posted at the Township Building.

N. 1988 HOLIDAYS: Motion was made by Mrs. Kelly, seconded by Mr. Bennett and carried unanimously to adopt Resolution #88-4, establishing the following holidays for 1988:

January 1 - New Year's Day
January 18 - Martin Luther King Day
February 15 - President's Day (Floating Day)
April 1 - Good Friday
May 30 - Memorial Day
July 4 - Independence Day
September 5 - Labor Day
November 8 - Election Day
November 24 - Thanksgiving Day
November 25 - Day after Thanksgiving
December 26 - Christmas Day (Actual Holiday)

O. DELEGATE APPOINTMENT TO STATE CONVENTION: Motion was made by Chairman Grunmeier to appoint Mrs. Kelly as delegate to the State Association's Convention in Hershey, PA; motion seconded by Mr. Bennett and carried unanimously. (Chairman Grunmeier explained that he is a member of the Bucks County Association of Township Officials and will be permitted a vote in this capacity.)

P. SUPERVISOR'S COMMENTS:

1) Chairman Grunmeier suggested that a staff meeting be held on Monday, January 11th at 6:30 P.M. prior to the Supervisors' Meeting. Mr. Grunmeier requested that the Township Manager notify all department heads of this meeting.

2) At this time Chairman Grunmeier presented Supervisor Bennett with his badge of office. Mr. Bennett expressed his thanks to his supporters and indicated his hope that his actions will gain confidence of his non-supporters. He stated that the Board is demonstrating a non-partisan policy by appointing a Democrat to the Planning Commission Board (Mr. Jay Poggi). Mr. Bennett further stated that all decisions are made on a majority basis and thanked Mr. Grunmeier for inviting him to attend the budget meetings prior to his taking office. He further expressed his desire to formulate a long range plan for the Township. Mr. Bennett also voiced his concern over impact of development within the Township, open space consideration, and suggested that an Advisory Board be formed to assist the Supervisors. He commented on the need to maintain a strong police force and town watch and stressed crime prevention. In closing, Mr. Bennett indicated he would be in favor of a 5 member Board of Supervisors due to the population growth and stated he would strive to preserve the present values. Chairman Grunmeier stated that the Supervisors main objective

is to work together as a team in order to provide the best services available to the Township's residents.

3) Chairman Grunmeier indicated that letters of appreciation and notices of appointments should be forwarded to the appropriate individuals.

There being no further business, a motion of adjournment was made by Mr. Bennett at 8:10 P.M.

Respectfully submitted,



(Mrs.) Gloria G. Neiman
Township Secretary