

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULARLY SCHEDULED WORKSESSION MEETING
Monday, December 9, 1996
7:30PM**

The regularly scheduled Worksession meeting of the Hilltown Township Board of Supervisors was called to order by Chairman William H. Bennett, Jr. at 7:40PM, and opened with the Pledge of Allegiance.

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

Chairman Bennett announced the Board of Supervisors and the Township Manager met in Executive Session on Saturday, December 7, 1996 in order to discuss labor negotiations.

District Justice Robert Gaffney was present to perform a swearing in ceremony for new police officer, Mr. Robert J. Adamson, Jr.. Mr. Adamson was sworn in as a Hilltown Township police officer.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to hire Mr. Robert J. Adamson, Jr. as a Hilltown Township police officer.

Chairman Bennett announced Mr. Adamson has eight years of police experience with Souderton Borough and Telford Borough Police Departments. Mr. Adamson has also worked closely with the Hilltown Township Police Department for a number of years.

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to authorize the Township Manager to purchase a bible for use at future swearing in ceremonies.

A. APPROVAL OF CURRENT BILLING: Chairman Bennett presented the Bills List dated December 10, 1996, with General Fund payments in the amount of \$19,083.53, Fire Fund payments in the amount of \$42,600.00, Debt Service payments in the amount of \$68,057.50, State Highway Aid payments in the amount of \$9,000.93, and Escrow Fund payments in the amount of \$5,085.56; for a grand total of all funds in the amount of \$143,827.52.

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to approve the Bills List dated December 10, 1996, subject to audit.

B. TREASURER'S REPORT - Mr. Bruce G. Horrocks - Mr. Horrocks presented the Treasurer's Report with the following balances as of November 30, 1996:

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|------------------------------------|---------------|
| General Fund Checking Account | \$ 44,471.07 |
| Payroll Checking Account | \$ 443.03 |
| Fire Fund Checking Account | \$ 41,519.87 |
| Debt Service Checking Account | \$ 129,699.88 |
| State Highway Aid Checking Account | \$ 95,256.37 |
| Escrow Fund Checking Account | \$ 167,055.35 |

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to approve the Treasurer's Report dated November 30, 1996, subject to audit.

C. HILLTOWN TOWNSHIP WATER AND SEWER AUTHORITY REPORT - Mr. Jim Groff, Operations Manager - Mr. Groff read the Authority Report for the month of November, 1996, which is on file at the Township office.

D. DIRECTOR OF PUBLIC WORKS REPORT - Mr. Thomas A. Buzby - Mr. Buzby read the Public Works Report for the period of October 27 through November 23, 1996, which is on file at the Township office.

E. POLICE CHIEF'S REPORT - Chief George C. Egly, Jr. - Chief Egly read the Police Report for the month of November, 1996, which is on file at the Township office.

Discussion took place concerning police money escorts that various businesses in the Hilltown Crossings Shopping Center have been requesting of the police department. Chief Egly explained the Hilltown Police Department has never provided police money escorts in the past, except for requests from the Tax Collector when their office was in their own home.

F. PARK AND RECREATION REPORT - Mr. Nick Lupinacci - Mr. Lupinacci read the Park and Recreation Report for the month of November, 1996, which is on file at the Township office.

Mr. Lupinacci stated a young Township resident who lives in Pleasant Meadows is working towards his Life Scouts position within the Boy Scout organization. This young man is interested in a community project in his neighborhood and is proposing a bicycle trail, possibly connecting to the Perkasio bike trail that leads into Walnut Street. The scout's request is merely to present this proposal to his troop for consideration and hopefully approval. The time period involved is approximately 18 months to three years to accomplish this project. At the next Park and Recreation Board meeting, Mr. Lupinacci will advise members of this proposed project.

Another issue for discussion at the next Park and Recreation Board meeting is a land survey of all Township recreational open space properties, in order to determine uses for those properties.

Mr. Lupinacci commented one of the members of the Park and Recreation Board has been unable to attend a majority of meetings during the past year. Mr. Lupinacci advised three individuals applied for the last vacancy on the Park and Recreation Board, and he is hoping the Board of Supervisors will consider replacing that current Park and Recreation Board member. Mr. Horrocks noted no resignation has been received from any active member of the Park and Recreation Board. Further, the Supervisors can not appoint another individual to that board until that member is either terminated or has resigned his position. At a recent social event, Mr. Horrocks spoke to the individual in question, who stated he would make a concentrated effort to attend more Park and Recreation Board meetings and will be more involved in active participation. Mr. Lupinacci noted that the Park and Recreation Bylaws state that if a member is absent from three consecutive meetings, or if a member has missed two unexcused meetings, they forfeit their position on the Park and Recreation Board. Mr. Horrocks suggested that perhaps a letter be sent to this individual from the Board of Supervisors requesting his intent as to continuation as a member of the Hilltown Township Park and Recreation Board. Mr. Lupinacci agreed, and suggested that since the Bylaws clearly state that absenteeism from meetings is reason to forfeit their position, this individual also be asked to resign. The Supervisors were in agreement.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to direct the Township Manager to forward a letter to this particular individual notifying him that he has vacated his seat on the Hilltown Township Park and Recreation Board, based upon regulations of the Park and Recreation Bylaws which are in place.

Mr. Lupinacci urged the Board of Supervisors to give consideration to installation of the ballfield lights at the park during the 1997 year. The Board of Supervisors are optimistic that the lights will be installed in 1997.

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to grant the Friends of the Pierce Library a one year lease for use of the former municipal building annex in Blooming Glen for the sum of \$1.00.

G. HILLTOWN FIRE CHIEF'S REPORT - No one was present at this time.

H. EMERGENCY MANAGEMENT COORDINATOR'S REPORT - No one was present at this time.

I. SILVERDALE FIRE CHIEF'S REPORT - Mr. Chuck Stockert - Mr. Stockert read the Silverdale Fire Company report for the month of

November, 1996, which is on file at the Township office.

Mr. Stockert is resigning his position of fire chief at the end of this year to accept the position of deputy chief. Mr. Stockert stated it has been a pleasure and an honor to work with the Board of Supervisors during his tenure as chief. Mr. John Gillespie will be replacing Mr. Stockert as chief of the Silverdale Fire Company for 1997.

J. CONFIRMED APPOINTMENTS: None.

K. MANAGER'S REPORT - Mr. Bruce G. Horrocks -

1. Mr. Horrocks presented a series of seven escrow releases for Board authorization:

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|-------------------------------|-------------|----|------------|
| Bricks Villa Phase I | Voucher #25 | \$ | 33,062.40 |
| Bricks Villa Phase II | Voucher #06 | \$ | 1,903.20 |
| Bricks Villa Phase II | Voucher #07 | \$ | 102,227.63 |
| Country Roads Phase I | Voucher #1A | \$ | 45.70 |
| Country Roads Phases III & IV | Voucher #10 | \$ | 3,209.41 |
| Orchard Glen Subdivision | Voucher #01 | \$ | 471.54 |
| Waste Management | Voucher #02 | \$ | 1,076.69 |

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to release the seven escrows as noted above.

2. Mr. Horrocks noted the schedule for Board of Supervisor's meetings in 1997 includes only one conflict, Monday, May 26, 1997, which is Memorial Day. Mr. Horrocks suggested the Board meet the next day, Tuesday, May 27, 1997. The Board was in agreement.

3. Mr. Horrocks requested a motion to transfer \$8,000.00 of interest from the Escrow Fund to the General Fund.

Motion was made by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously to transfer \$8,000.00 of interest from the Escrow Fund to the General Fund.

4. Mr. Horrocks is requesting authorization to attend a municipal executive development conference to be held in Farmington, Pennsylvania in February of 1997. The cost is \$85.00 for conference registration, and \$150.00 for two night's lodging. Because of the distance, Supervisor Bennington suggested Mr. Horrocks leave the night before the conference due to the possibility of inclement weather. Supervisors Bennett and Fox were in agreement.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to authorize the Township Manager's attendance at the Municipal Executive Development Conference to be held in Farmington, Pennsylvania in February of 1997.

5. Mr. Horrocks mentioned the municipal local radio repeater system in which police, public works, and Authority employees are all on the same frequency. This radio system utilizes the antennae which is presently located on the Comcast tower to the rear of the municipal building. The repeater eliminates any "dead spots" within the local municipal radio system in the Township. When this matter was discussed previously, the Board had requested a total of three bids because the system will cost over \$4,000.00, but under \$10,000.00. Three bids were procured, and the entire total cost of the project would be approximately \$6,500.00. Mr. Horrocks recommends the Board purchase this equipment from Kopp Equipment, who was the low bidder. Since this is not a budgeted line item, Mr. Horrocks recommended funds come from the 1989 Bond Series for Capital Improvements, which has a balance of \$24,000.00 unallocated for capital improvements.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to accept the bid from Kopp Equipment to purchase the local radio repeater system and shed as specified above, and to take those funds from the 1989 Bond Series, Capital Improvement.

6. Several weeks ago, the Board authorized the Township Manager to request quotes on Township property insurance, liability insurance, auto insurance, and workers compensation insurance. Mr. Horrocks received four quotes from different insurance agents, and would like to schedule a meeting with three of the four agents and the Board of Supervisors.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to schedule a meeting on Monday, December 23, 1996 at 1:30PM with the Board of Supervisors and the three insurance agents as specified above.

7. Since the last meeting, the General Fund budget has been carefully reviewed by the Board of Supervisors. Initial changes include elimination of Community Development Block Grant revenue, and also the corresponding expenditure. This is being done because the Township has been denied for the first year of the next grant. One other significant change to the advertised budget is that the estimated beginning fund balance of the General Fund was previously listed at \$100,000.00. It is now conservatively listed at \$150,000.00. Mr. Horrocks noted the current 1997 Budget before the Board this evening is balanced at \$2,645,231.00, which includes the creation of the new full-time position of Assistant Township

Manager. Part of this individual's responsibilities will include zoning officer duties, a position which is currently vacant.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to approve the creation of a full-time position of Assistant Township Manager for Hilltown Township.

L. CORRESPONDENCE:

1. Confirmation has been received from PennDot to warrant a traffic signal at the intersection of Rt. 113 and Callowhill Road. Mr. Wynn, the Township Engineer, has supplied condition diagrams to PennDot. When the condition diagrams are returned, the Township will begin the bidding process and execution of any easement agreements as required for installation of poles.

2. A letter of resignation has been received from Mr. Joe Phillips, chairman of the Hilltown Township Planning Commission. Supervisor Fox noted Mr. Phillips has agreed to remain as an active member of the Planning Commission until the end of January, 1997 until a replacement is found.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to authorize advertisement of this vacancy on the Planning Commission.

3. The Township has received correspondence from the Bucks County Health Department with regard to failing private septic systems located on both Cherry Road and Clearview Road. Mr. Horrocks believes the Authority should consider the possibility of the extension of public sewers in order to serve these failing systems. This area is also identified in the maps of the current Act 537 Revision Plan as failing system areas. Mr. Horrocks believes the Health Department may bring action against these property owners. Supervisor Bennington asked how many dwellings are involved. Mr. Horrocks stated there are approximately 12 dwellings on Cherry Road, and approximately 3 to 5 dwellings on Clearview Road. Discussion took place. Supervisors Fox and Bennington suggested a map of the area of failing systems be obtained from the Department of Health so that the Board can make an inspection of the area on December 23, 1996.

4. Confirmation and certification has been received from the Board of Elections with regard to the open space referendum question, with the following results - 1,770 yes votes, and 1,800 no votes.

5. The Township has received a denial of their request to participate in the Community Development Block Grant for this year.

6. Correspondence has been received from Hatfield Township Municipal Authority requesting a joint meeting to attempt to improve communications when dealing with events surrounding the Hilltown Crossings Shopping Center and any future development that may be available through that project.

7. Notification has been received from the Pennsylvania Liquor Control Board advising that a new liquor license has been issued to Hilltown Square, located at Broad Street and Rt. 313, which has been transferred from Alexander's Country Restaurant (the former R & S Diner).

M. LINENS FOR SIGNATURE:

1. Woolslager Subdivision
2. Durham Venture Subdivision - Re-date

N. RESIDENT'S COMMENTS:

1. Mrs. Jean Bolger asked the status of the proposed water tank. Chairman Bennett advised the Board of Supervisors and the Hilltown Township Authority board will hold a public meeting on Wednesday, December 11, 1996 at 8:00PM, to discuss this issue. Chairman Bennett invited all interested residents to attend.

O. SUPERVISOR'S COMMENTS:

1. Since Supervisor Bennington was not present at the last meeting, he would like to make some comments about former Supervisor Betty J. Kelly, who passed away on November 23, 1996. Supervisor Bennington stated that he and Mrs. Kelly had their differences when he first took office, however they became good friends during their tenure together on the Board of Supervisors. Supervisor Bennington will always remember Mrs. Kelly as his friend and stated he will truly miss her. In the spring of 1997, Supervisor Bennington suggested that a tree be planted and a placque be erected to commemorate Mrs. Kelly's fine service to Hilltown Township and to the community as a whole, just as was done for former Supervisor Vincent Pischl. A ceremony could be held when the tree is planted, inviting her family, friends and neighbors, to celebrate Mrs. Kelly's contributions to the Township. Supervisor Fox agreed it would be a nice gesture in honor of Mrs. Kelly, who served this community for many, many years.

Motion was made by Supervisor Bennington, seconded by Supervisor Fox, and carried unanimously to plant a tree and erect a placque to commemorate former Township Supervisor, Betty J. Kelly.

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

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Q. ADJOURNMENT: Upon motion by Supervisor Fox, seconded by Supervisor Bennington, and carried unanimously, the December 9, 1996 Board of Supervisors Worksession meeting was adjourned at 9:05PM.

Respectfully submitted,

Lynda S. Seimes

Lynda Seimes

Township Secretary

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