

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
MONDAY, APRIL 28, 2025**

The regular meeting of the Hilltown Township Board of Supervisors was called to order by Chairman Caleb Torrice at 7:01 PM and opened with the Pledge of Allegiance. Also in attendance were Vice Chairman James Groff, Township Manager Deanna Ferry, Township Solicitor Jack Wuerstle, Township Engineer Timothy Fulmer, and Chief of Police Christopher Engelhart. Supervisor Joseph Metzinger was not in attendance.

1. ANNOUNCEMENTS:

- a. Executive Session: Chairman Torrice announced there were two Executive Sessions since the prior meeting. One on April 21<sup>st</sup> to discuss health and human safety issues, and another this evening before our meeting to discuss legal issues and personnel matters.

2. CONSENT AGENDA:

- a. Minutes of March 24, 2025, Board of Supervisors Meeting
- b. Bills List: April 15, 2025
- c. Bills List: April 29, 2025

Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried unanimously to approve items a.-c. on the Consent Agenda.

3. PUBLIC COMMENT ON AGENDA ITEMS: None.

4. CONFIRMED APPOINTMENT: None.

4. LEGAL:

- a. Zoning Hearing Board Appeal 2025-003 Claire G. & Donna R. Keller, 3400 Bethlehem Pike – Requesting Variance: Solicitor Wuerstle asked if there were any representatives here for the Keller Family, though no representatives were present. Two variances are being requested and Solicitor Wuerstle again reiterated he encourages applicants to come with legal presentation as this is a formal process. The Board determined Solicitor Wuerstle did not need to attend the hearing, and Chairman Torrice requested that the Solicitor to write a letter in support of the Keller Family for the hearing.
- b. Zoning Hearing Board Appeal 2025-004 Souderton Technical Associates, 1969 & 1983 Clearview Rd. – Requesting Variance: Solicitor Wuerstle outlined the variances being requested to the Board, after which they advised that the Solicitor did not need to attend the Appeal.
- c. Conditional Use Hearing 2025-001 Cablevision Lightpath, LLC, 4697 Bethlehem Pike, Announcement: Solicitor Wuerstle gave a brief description of the subject property for the Conditional Use Hearing and noted that he and the Board will be attending the Hearing on May 12<sup>th</sup>.

5. PLANNING: None.

6. ENGINEERING:

- a. 2025 Road Project Bid Award: Mr. Fulmer advised the Board of the responses to the Bid, noting that Asphalt Industries was the lowest, responsible bidder. Chairman Torrice asked for a motion for the 2025 Road Project Bid award to Asphalt Industries in the amount of \$269,429.62, subject to the conditions being met. A motion was made by Vice Chairman Groff, seconded by Chairman Torrice and passed unanimously.
- b. Coleman Investment Properties Land Development Maintenance Period Completion: Mr. Fulmer recommended the Board approve the end of the 18-month maintenance period, stating that all improvements and inspections are in satisfactory condition. Chairman Torrice asked for a motion to accept completion of the 18-month maintenance period and authorize the release of remaining financial security, subject to payment of all engineering, legal, and Township administrative costs by the applicant. A motion was made by Vice Chairman Groff, seconded by Chairman Torrice and passed unanimously.

7. UNFINISHED BUSINESS: None.

8. NEW BUSINESS:

- a. Motion to approve the FY2025 Investment Plan: Dr. Ferry walked through the proposed investment plan with the Board, stating that there would be a diversification of investments while ensuring they are all collateralized and abide by Second Class Township Code. Dr. Ferry noted that the diversification would place funds in a one-year term certificate of deposit account with PLGIT, a trust investment account with PSDLAF, and a high yield interest account with INVEST. Chairman Torrice asked for a motion to approve the Fiscal Year 2025 Investment Plan. A motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and passed unanimously.
- b. Motion to approve a contribution for Pennridge Community Day: Dr. Ferry advised the Board that the Township previously contributed \$300.00 towards last year's community day, and discussion ensued regarding this year's donation. Chairman Torrice asked for a motion to approve a \$500.00 contribution for Pennridge Community Day. A motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and passed unanimously.
- c. Motion to approve H&K Extended Hours Request: Dr. Ferry noted that H&K is requesting an extension of hours for the month of May. She advised the Board that while Mr. Scott Drumbore of H&K was invited to the meeting tonight, he is out of town and unavailable to attend, but does plan to come to our next meeting to further explain the purpose for the extended hours request. After a brief discussion, Chairman Torrice asked for a motion to approve the H&K extended hours request to operate between the hours of 6:30pm and 6:30am, Monday through Saturday, between May 1, 2025 and May 31, 2025, excluding holidays. The motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and passed unanimously.

Page 3  
Board of Supervisors  
April 28, 2025

- d. Minsi Trail Roundabout Outreach, Supervisor Metzinger: Chairman Torrice asked for a motion to table the Minsi Trail Roundabout Outreach. A motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and passed unanimously.

9. MANAGER UPDATE:

- a. 2025Q1 Budget Presentation: Dr. Ferry gave an extensive presentation regarding the Budget as it stands following the first quarter of the year.
- b. Upcoming Events: Dr. Ferry noted two upcoming events that are open to the public. The first is the Hilltown Township Public Works Day of Service held through the Travis Manion Foundation on May 4<sup>th</sup>, and the second is our upcoming Senior Day to be held at the Municipal Building on May 14<sup>th</sup>.

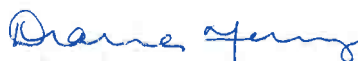
10. SUPERVISOR'S COMMENTS: Chairman Torrice publicly thanked the Fire Department 61, for participating in the April Showers benefit for Special Olympics held at the High School.

11. PUBLIC COMMENT: None.

12. PRESS CONFERENCE: None.

13. ADJOURNMENT: Upon a motion from Vice Chairman Groff, seconded by Chairman Torrice, and carried unanimously, the April 28, 2025, Hilltown Township Board of Supervisors meeting was adjourned at 7:31 PM.

Respectfully submitted,



Deanna Ferry, DPA  
Township Manager

(\*NOTE: These minutes were transcribed from notes and recordings and should not be considered official until approved by the Board of Supervisors at a public meeting).