

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
MONDAY, JUNE 23, 2025**

The work session scheduled meeting of the Hilltown Township Board of Supervisors was called to order by Chairman Torrice at 7:02 PM and opened with the Pledge of Allegiance. Also present were Vice Charman James Groff, Supervisor Joseph Metzinger, Township Manager Deanna Ferry, Township Solicitor Jack Wuerstle, and Township Engineer Timothy Fulmer.

1. ANNOUNCEMENTS:

- a. Executive Session- Chairman Torrice announced that an Executive Session took place prior to the start of tonight's meeting to discussed legal and personnel matters.

2. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None

3. CONSENT AGENDA:

- a. Minutes of the April 28, 2025 Board of Supervisors Meeting
- b. Minutes of the May 27, 2025 Board of Supervisors Meeting
- c. Bills List: June 10, 2025
- d. Bills List: June 24, 2025

Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, with a change to page 3 to fix the date at the top from February 24th to April 28th, and carried out 2-0, with Supervisor Metzinger abstaining, to approve item 'a' on the consent agenda.

Motion was made by Supervisor Metzinger, seconded by Chairman Torrice, and carried out 2-0, with Vice Chairman Groff abstaining, to approve item 'b' on the consent agenda.

Motion was made by Supervisor Metzinger, seconded by Chairman Torrice, and carried out unanimously to approve items 'c – d' on the consent agenda.

4. CONFIRMED APPOINTMENT: None

5. LEGAL:

- a. ZHB Appeal 2025-006, Mark Schmidt, 902 Morgan Lane - Seeking Variance: Solicitor Wuerstle advised the Board that the applicant was seeking a 40ft setback variance for a porch setback, which the applicant would like to reduce to 31ft. Solicitor Wuerstle then addressed the public in general noting the importance of utilizing land use counsel to help applicants with variance requests due to the complexity of the laws they need to address versus that of personal preference.
- b. ZHB Appeal 2025-007 Buckwampum Hills, LLC, Landlocked property accessed by easement between 849-851 Callowhill Road - Seeking Variance: Solicitor Wuerstle advised the Board that the applicant was seeking a lot size variance. Solicitor Wuerstle mentioned that Chairman Torrice does not believe a variance may be needed in accordance with Zoning Ordinance 160-50(b) and that he would speak with Zoning Officer Caitlin Mest further about this Hearing prior to it going to the Zoning Hearing Board.

- c. ZHB Appeal 2025-008 Jeshal Mistry - 502 E. Creamery Rd. - Seeking Variance: Solicitor Wuerstle advised the Board that the applicant was seeking a variance for accessory agriculture use for poultry on 2.4 acres. Solicitor Wuerstle noted that the current minimum for poultry is 3 acres. The Board was in agreement Solicitor Wuerstle did not need to attend this hearing.

6. PLANNING:

- a. Country Central Mini-Storage Land Development Waiver: Township Engineer Fulmer noted that the waiver before the Board today is for the pre-existing structure on the property, which is required to have restroom facilities. Mr. Fulmer advised that the proposal to knock down the building and rebuild it is a better option than retrofitting the existing structure. Mr. Jason Smeland, Engineer for County Central Mini Storage, noted that the Stormwater Management Plan already includes the new building design and is requesting a land development waiver for the new proposed building with restrooms. A motion by Vice Chairman Groff, seconded by Supervisor Metzinger to approve the waiver of land development conditioned upon the approval of all items contained in the Township Engineer's letter dated June 2, 2025 within for the proposed building, and was unanimously approved.
- b. Calvary Church Extension Request: Township Engineer Fulmer advised that in 2005, the church received approval to redevelop and improve the property and that phase 1 of this redevelopment plan has been completed. He further noted that there is a phase 2 which consisted of an addition to the Church, storage building, ministry building, and additional parking areas. While the Church has no imminent plans to start phase 2, they desire to preserve the rights approved from 2005 by extending the approval for an additional 5 years to run through June 9, 2030. A motion by Supervisor Metzinger, seconded by Vice Chairman Groff to approve the extension of the redevelopment plan for an additional five years, to be extended to June 9, 2025, and was unanimously approved.

7. ENGINEERING:

- a. Regency at Hilltown Land Development Completion Status: Township Engineer Fulmer noted that his office is in the process of completing a comprehensive landscape inspection. Advising that there are over 1000 trees and shrubs that need to be planted which have been delayed due to the spring weather not being ideal. He also noted that even when the landscape is completed, there will still be an 18-month maintenance period. Ed Messeda, a Regency HOA Board member, came forward to request the Board write a letter to Toll Brothers advising that this extension is the final one that will be granted. A motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, to approve a conditional extension to the timeframe to complete the remaining improvements until December 31, 2025, subject to the requirements of the developer to complete the landscaping punch during suitable weather hopefully in Fall of 2025, and was unanimously approved.
- b. HTWSA Well No. 1 Easement Revision Request: Township Engineer Fulmer stated the request is to reconfigure the easement and add 50 feet to the right-hand side and move the back line closer to the facility which essentially produces a net zero difference in land area. Motion was made by Supervisor Metzinger, seconded by Chairman Torrice, to authorize the Township Engineer and Township Solicitor to prepare amended easement documents for the adjustment of the easement located at the Pleasant Meadows Well #1, and was approved 2-

Page 3
Board of Supervisors
June 23, 2025

0. Vice Chairman Groff abstained and advised that the Water Authority Board authorized full payment to the Township to cover any expense related to this request.

8. PARKS & RECREATION RECOMMENDATIONS:

- a. Hilltown Civic Park
 - i) Water Line Should be run to the Park
 - ii) Water bottle filling station should be installed
 - iii) Water should be run through the snack bar
 - iv) Gray water tank should be evaluated and replaced if necessary
- b. Requesting an exception to the 'no alcohol' policy for Hilltown Fire Department fundraiser.
- c. Requesting an audience with Tim Fulmer to expand Fairhill Road Park in order to host larger community events and expand the parking lot.
- d. Requesting an RFP for field improvements at Civic Park, including a new scoreboard with a long chain or Bluetooth, lighting, batting practice cage, warm up pitching areas, netting, and dugouts.
- e. Requesting a staff member for Parks & Recreation be hired by the Township.

Chairman Torrice noted Parks & Recreation did not meet in May and that he would like more specific information on costs from them before taking these items to a vote. Supervisor Groff noted that there is no issue to bring a line into the park from Route 152 and that the Hilltown Township Water & Sewer Authority would cover the costs. Chairman Torrice then asked the Board if Township Engineer Fulmer could have an audience to discuss Fairhill Road Park, and all were in agreement. A motion was made to table items 'a-e' by Supervisor Metzinger, seconded by Vice Chairman Groff, and approved unanimously.

9. UNFINISHED BUSINESS:

- a. Parks and Recreation Board Recommendations: Tabled under agenda item 8.

10. NEW BUSINESS:

- a. Motion to advertise Ordinance 2025-001- Dr. Ferry noted that this ordinance would amend Ordinance No. 2014-001, stating the only change is to Article 3(F). Dr. Ferry advised this motion was only to advertise the Ordinance, which is the standard procedure for all ordinances. Motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried unanimously to advertise Ordinance 2025-001.
- b. Motion to approve Resolution 2025-012 - A Resolution of The Board of Supervisors of Hill Town Township Authorizing the Township's Participation in Establishing PSDALF and INVEST as Township Depositories. Motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and carried out unanimously to approve Resolution 2025-012.
- c. Motion to approve Resolution 2025-013 – Providing for Transfer of Funds in the 2025 Budget. Motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried out unanimously to approve Resolution 2025-013.

- d. Motion to approve H&K Extended Hours Request for July, 2025: Township Manager Ferry noted that H&K was seeking approval for the extended hours of 6:30pm – 6:30am, from July 1, 2025 thru July 31, 2025, excluding Holidays. Mr. Scott Drumbore, George and Jason Miller, and Air Quality Specialist Scott Taylor from H&K were all present.

Discussion ensued between the Board and H&K representatives regarding the need for these extension requests, noise, general operations, customers, equipment, wells, air quality, and quarry procedures. Following the discussion, Supervisor Metzinger asked Dr. Ferry to update H&K representative regarding Forest Road Park. Dr. Ferry advised that the Township has permanently closed Forest Road Park due to the anomalies at the park, and noted that the Board would like to meet with the representatives of H&K and the Department of Environmental Protection to further discuss the safety of the quarry workers and Township residents due to the issues at the park. Mr. Drumbore mentioned he was not all too concerned about the fractures as he believes the issue to be stormwater related, though he agreed to have a meeting.

A motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried out unanimously to approve the extension of hours for Chalfont Asphalt and Quarry to operate between the hours of 6:30pm – 6:30am, Monday through Saturday, between July 1 and July 31, 2025, excluding holidays.

- e. PennDOT Highway Lighting Plan Review: Dr. Ferry advised PennDOT is seeking approval from the Township for 22 lights to be installed as well as sign a full maintenance agreement in which the Township would financially responsible for all costs of light and roundabout maintenance in perpetuity. Dr. Ferry noted that if the Township did not agree, PennDOT advised that the lights would not be installed.

Supervisor Metzinger inquired if this is a State roadway and the Township said no, who would be liable. An immediate answer was not available. Dr. Ferry noted that an estimate was provided for the financial aspect of the lights on an annual basis of approximately \$1,200, however, this did not include additional expenses for the roundabout maintenance. Chairman Torrice inquired if the number of lights could be brought down to a lower number. Dr. Ferry advised this was the modified plan as the original plan had 36 lights, so it would not likely change. Township Engineer Fulmer noted that the agreement for the round-about is similar to those of the traffic signal obligations by the Township on State owned roads.

The Board agreed to have Dr. Ferry and Solicitor Wuerstle review the agreement and present it back to the Board at a later date. Dr. Ferry noted she would look into costs being covered by the Liquid Fuels Tax as well.

11. MANAGER UPDATE: None
12. SUPERVISOR'S COMMENTS: Vice Chairman Groff noted the Public Works Department did an excellent job on the bike path.
13. PUBLIC COMMENT: None
14. PRESS CONFERENCE: None

Page 4
Board of Supervisors
June 23, 2025

15. ADJOURMENT: Upon a motion from Vice Chairman Groff, seconded by Supervisor Metzinger, and carried unanimously, the June 23, 2025, Hilltown Township Board of Supervisors meeting was adjourned at 8:18 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).