

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
MONDAY, APRIL 27, 2026**

The regular scheduled meeting of the Hilltown Township Board of Supervisors was called to order by Chairman Caleb Torrice at 7:05 PM and opened with the Pledge of Allegiance. Also present were Vice Charman James Groff, Supervisor Joseph Metzinger, Hilltown Township Manager Dr. Deanna Ferry, Township Solicitor Jack Wuerstle, Township Engineer Timothy Fulmer, Chief of Police Christopher Engelhart, and Public Works Director Budd Hutchinson.

1. ANNOUNCEMENTS:

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

2. CONSENT AGENDA:

- a. Minutes of March 23, 2026, Board of Supervisors Meeting
- b. Bills List:
- i. March 31, 2026
 - ii. April 7, 2026
 - iii. April 14, 2026
 - iv. April 21, 2026
 - v. April 28, 2026

Motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried out unanimously to approve items 'a' through 'b' as written. There was no public comment.

3. CONFIRMED APPOINTMENT: None

4. BOARD APPOINTMENTS:

- a. Planning Commission: One appointment to complete the existing term through 2027: Township Manager Ferry advised that the Planning Commission Chair stepped down and presented two possible candidates whom initially applied. Supervisor Metzinger asked if the applicants have been contacted and requested them to be contacted to ensure availability. Motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and carried out unanimously to table for the following meeting.

5. LEGAL: Solicitors Report:

- a. ZHB 2026-003, A. Holbert, 930 Diamond Street – Variance Request: Solicitor Wuerstle outlined the variances being requested; a variance allowing the impervious surface ratio of 20.2% where the maximum allowed is 15%, and a variance for the proposed addition with a 15ft 7in side yard setback where the minimum required setback is 20ft. After a

brief discussion, the Board determined that Solicitor Wuerstle would not need to attend the hearing.

- b. ZHB 2026-004, K. Pufnock, 16 Loni Court – Variance Request: Solicitor Wuerstle outlined the variance being requested, a variance allowing the impervious surface ratio of 17.51% where the maximum allowed is 15%, after which the Board advised that Solicitor Wuerstle would not need to attend the hearing.

6. PLANNING:

- a. Fiddletree Land Development Amended Final Plan: Mr. Fulmer advised that the Board previously approved the plan and that a proposed amendment is now before them. He outlined the change, including a reduction in parking and a reconfiguration to accommodate a prospective tenant, and then introduced Mr. Andy Wood, the applicant's engineer, to further discuss the project. Solicitor Wuerstle asked whether the proposal maintains all the buildings and structures at 35 feet or below. Mr. Woods confirmed that it complies with those restrictions. A motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and passed unanimously to approve the amended final plan subject to the applicant complying with all items contained within engineering review correspondence dates March 3, 2026.

Solicitor Wuerstle asked if Mr. Craig Milbourne was present, and he came to the podium. Mr. Milbourne identified himself as a consultant to a potential tenant. When asked to clarify his role in the project, he said he was unable to provide full details due to an NDA and stated he had been instructed to attend a meeting with the township manager under the name "Project Patriot". Discussion followed regarding the purpose of the meeting and the intent. Dr. Ferry stated that the township does not appreciate being misled in project discussions and emphasized the importance of transparency from all developers.

- b. McColgan Lot Line Adjustment Subdivision: Mr. Fulmer advised the Board that the Planning Commission recommended that the Board consider preliminary/ final approval of the project subject to compliance with the March 2, 2026 review. He explained that the proposal involves two parcels from a prior subdivision, reconfiguring the lots to allow development of the vacant parcel. Mr. Fulmer noted the Zoning Hearing Board provided verbal approval and introduced Walter Kiefer from Showalter, prospective builder, to further discuss. A motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger and passed unanimously to approve the preliminary and final approval of the project subject to complying with all items contained in the letter dated March 2, 2026 as well as the waivers granted in full.

7. ENGINEERING:

- a. 2026 Road Maintenance Projects – Consideration of Bid Award: Mr. Fulmer advised the Board of the responses to the Bid, noting that Asphalt Maintenance Solutions LLC was the lowest, responsible bidder. Chairman Torrice asked for a motion for the 2026 Road Maintenance Projects Bid award to Asphalt Maintenance Solutions LLC in the amount of

\$154,897.00, subject to compliance. Motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and passed unanimously.

8. UNFINISHED BUSINESS:

- a. Motion to approve advanced payment for ChalBrit EMS from budgeted line item - \$38,500.00: Dr. Ferry reminded the Board of ChalBrit's request for an advance payment and reintroduced Chief Cliff Mungavin, ChalBrit's EMS chief, to the podium. Chief Mungavin stated the need for the advance is to cover a payment for a cardiac monitor. Motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and carried out unanimously to approve the advanced payment to ChalBrit EMS in the amount of \$38,500.00.

Supervisor Metzinger stated how he read the article in the newspaper regarding ChalBrit, recognizing the structural deficit and noting closing Silverdale as a possible solution. He also mentioned that adequate EMS in our township is a top priority and wanting to aid in ChalBrit's funding issue. Discussion ensued, ultimately coming to a motion made by Supervisor Metzinger, second by Vice Chairman Groff, and carried out unanimously to commit to form an advisory committee to work directly with ChalBrit EMS to aid in long-term funding resolutions.

- b. Motion to approve contract increase for Phillips and Donovan for Carroll Engineering sub-contract: Dr. Ferry reiterated the need of a boundary and topographical survey of both parcels to proceed with the municipal building renovations, sharing that the public work salt shed is on the other parcel. Motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried out unanimously to approve.

9. NEW BUSINESS:

- a. Motion to approve the Commonwealth and Municipal Traffic Signal Maintenance Agreement, and authorize the Township Manager to sign the agreement on the Township's behalf: Dr. Ferry shared the agreement is focusing the traffic lights at the corner of routes 152 and 309. Motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and carried out unanimously to approve.
- b. Motion to approve Resolution 2026-015, Providing for Allocation of Funds in the 2026 Budget for Public Works Vehicle: Dr. Ferry reminded the Board of the public works vehicle request and their request to include the matter on the agenda. Motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and approved unanimously.
- c. Motion to approve Ordinance 2026-001, Creating an Advisory Parks and Recreation Committee and Designating Committee Responsibilities: Chairman Torrice advised that it was previously a board but now a committee, changing the format of the organization. He stated their responsibilities, including development oversight. Motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and approved unanimously.

- d. Motion to approve Ordinance 2026-002, Adopting Regulations for the Control of Bamboo: Solicitor Wuerstle stated that the zoning ordinance previously lacked adequate provisions regarding bamboo and that this is intended to address that issue. Motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and unanimously approved.
- e. Motion to approve H&K extended hours for the month of May: Dr. Ferry noted that H&K is requesting extension of hours for the month of May, which they do annually. Motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried out unanimously to approve the extension of hours for H&K to operate between the hours of 6:30pm and 6:30am, Monday through Saturday, between May 1, 2026 and May 31, 2026, excluding holidays and private customer jobs.
- f. Hilltown Volunteer Fire Company Financial Recommendations: Supervisor Metzinger elaborated, sharing the need for replacement of two fire trucks and grant support. Discussion ensued regarding grant support and the general process. Ms. Diane Stahl from the Regency neighborhood made a public comment, thanking the EMS squad for an informative presentation in the neighborhood. She thanked Supervisor Metzinger as well for taking some initiative to aid in the financial planning of our first responders.

10. POLICE CHIEF UPATE:

- a. March Report: Hilltown Township Chief of Police Christopher Engelhart reported there were 50 incidents, 1 criminal arrests, 4 criminal offenses, 66 citations, 31 citations and warnings, and no traffic crashes within Silverdale Borough. Chief Engelhart reported there were 834 incidents with 63 criminal offenses and 16 arrests, 154 citations, 174 warnings, and 47 accidents, 32 of which were not reportable and 15 reportable within Hilltown Township. He noted there were 211 hours of training and 170.5 hours of overtime, 88 of those hours being reimbursed overtime.

Chief Engelhart shared that 94 pounds of medication and 80 of sharps were collected in the drug take back program along with the 159 pounds of medications collected from the drug drop box.

- b. Accreditation Update: Chief Engelhart stated that on April 23, 2026, the commission voted to award the department with accreditation, which is good for three years.

11. PUBLIC WORKS DIRECTOR UPDATE:

- a. Road Maintenance Update: Public Works Director Budd Hutchinson spoke on the milling and patching planned for Frontier Road and Fairhill Road in preparation of the summer maintenance program.

Chairman Torrice asked about the operating schedule for the basketball court lights. Mr. Hutchinson explained the light schedule and noted that he can reset the light timer as needed.

- b. Stormwater Update: Mr. Hutchinson shared the department's focus on repairing inlet tops each spring, noting that approximately 1,800 repairs are needed overall with a focus of 20 per year.

12. PARKS AND RECREATION UPDATE:

- a. Civic Park Camera Update: Chairman Torrice shared that there was a motion to approve seven stationary cameras at the previous Parks and Recreation meeting. He shared that they are still awaiting concrete pricing from the seller, noting there are two payment options. Chairman Torrice requested a motion to approve without exceeding the set budget. Discussion ensued, ultimately coming to the decision to table until the next meeting with the motion made by Mr. Groff, seconded by, Mr. Metzinger, and carried out unanimously.
- b. Community Day of Service on June 6th: Mr. Hutchinson shared the plans for the Travis Manion Foundation Day of Service, noting they would be placing benches and planting a tree in Fairhill Park.
- c. Basketball Court Re-Surfacing Discussion: Mr. Hutchinson stated that both basketball courts should be fully resurfaced every 6 to 10 years and reported he is currently gathering quotes to present at the next Parks and Recreation meeting.
- c. Next Meeting on May 12th at 6pm at Fairhill Road Park: Mr. Hutchinson shared that they plan to walk around the trail to discuss tree and bench placement at the next meeting in May.

13. MANAGER UPDATE:

- a. Budget Update 2026Q1: Dr. Ferry gave an extensive presentation regarding the budget as it stands following the first quarter of the year.
- b. Forest Road Park Update: Dr. Ferry shared the geologist's quarterly update, noting no change in east-west length. She reported that the additional hole outside of the fenced area has slightly decreased in size, suggesting it is closing. She reminded the Board that data collection of this feature continues until the end of 2026 under the grant, providing two years of data to support an informed decision on next steps.
- c. Civic Requests:
 - i. Wines on The Hill Festival, Hilltown Township Volunteer Fire Company: Ashley James, secretary of the Hilltown Township Volunteer Fire Company and co-chair of the event, was invited to speak. She explained that this annual event helps cover fire company costs and noted she will provide additional information to the Board on the various sponsorship levels. Motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and carried out unanimously to table until the next meeting.

ii. Sweatshirt of Hope: Mr. Torrice asked whether any representative from Sweatshirt of Hope was present, and none was. The Board asked Dr. Ferry if she recalled last year's donation; she did not, and was then asked for her recommendation. Vice Chairman Groff suggested a donation of \$250, making the motion, seconded by Supervisor Metzinger, and approved unanimously.

d. Upcoming Events: Dr. Ferry noted two upcoming events that are open to the public. The first is the Senior Resource Day on May 12th from 10am to 1pm at the municipal building, and the second being the America 250 Fun Run to be held at Fairhill Park on July 3rd at 9am, which will kick off Pennridge Community Weekend events.

14. SUPERVISOR'S COMMENTS: None

15. PUBLIC COMMENT:

Amy Delellis of Church Road requested a traffic study to support the installation of speed limit signs on Mill Road. She noted she conducted an informal count of passing vehicles from Keystone Road to Church Road beginning earlier this month and emphasized the signage is needed, as none currently exists. Dr. Ferry noted the need to consult PennDOT to better understand signage requirements for this issue and township-wide to help guide road maintenance. Chief Englehart had no objections, noting that the only posted section of Mill Road is between Route 309 and Park Road, with a 30-mph limit established by last year's study.

Dale Ott of Mill Road expressed reservations about allowing data centers in the township, citing their environmental impact and noting his experience with a company that has expanded its AI operations.

Chief Mungavin spoke again, noting that an ambulance could be added to either upcoming township event if needed.

16. PRESS CONFERENCE: None

17. ADJOURNMENT: Upon motion from Supervisor Metzinger, seconded by Vice Chairman Groff, and carried unanimously, the March 23, 2026, Hilltown Township Board of Supervisors meeting was adjourned at 8:27 PM.

Respectfully submitted,



Deanna Ferry
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).