

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS  
WORK SESSION MEETING  
MONDAY, NOVEMBER 14, 2022**

The work session meeting of the Hilltown Township Board of Supervisors was called to order by Chairman John McIlhinney at 7:04 PM and opened with the Pledge of Allegiance. Also in attendance were Vice Chairman James Groff, Supervisor Caleb Torrice, Township Manager Lorraine Leslie, Township Solicitor Jack Wuerstle, Township Engineer Timothy Fulmer, Chief of Police Christopher Engelhart, and Finance Director Marianne Egan.

1. ANNOUNCEMENTS: Chairman McIlhinney announced there was an executive session prior to the meeting to discuss legal matters.
2. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.
3. CONSENT AGENDA:
  - a) Minutes of the October 24, 2022, Board of Supervisors Meeting
  - b) Bills List: November 15, 2022
  - c) Financial Statement – October 31, 2022
  - d) 2023 Fire Agreement – Telford Fire Co.

Motion was made by Supervisor Torrice, seconded by Vice Chairman Groff, and carried unanimously to accept and approve items 3(b) through 3(d) on the Consent Agenda with Chairman McIlhinney stating that item 4(b) in the Minutes of October 24, 2022 (Thomas & Luisa Hermann), does not accurately portray what was discussed for the type of fence they were going to put up, so additional minutes should be added and approved at a subsequent meeting. There was no public comment.

4. CONFIRMED APPOINTMENT:
  - a) Bradley & Kathrine Lanning – 402 Longleaf Dr. – Fence Agreement: Chairman McIlhinney stated he believes Mr. Lanning already knows the type of fence the Board typically like; aluminum fence looking like 4” wide wrought iron. Mr. Lanning stated this was noted on the application. Chairman McIlhinney questioned what was in the utility easement. Mr. Lanning stated, on the deed, it is noted just as a utility easement. Mr. Lanning stated they would have a bigger gate for entry, if needed. Chairman McIlhinney stated a removable fence with a sleeve in the ground is required. Chairman McIlhinney questioned the plan that shows a future pool right over where the open space and utility easement is. Mr. Lanning stated 50% of the property is the open space and the other 50% is not. The pool would be placed in the 50% that is not in the easement. Chairman McIlhinney clarified the area from the house to the easement line is 42.83 feet and that is where the pool would be placed and not be going into the open space and definitely not in the utility easement. Vice Chairman Groff stated the Township should verify exactly what is in that easement. Solicitor Wuerstle stated he would like to know what is precisely in the utility easement. After discussion, it was noted Mr. Fulmer will check the design plans to verify what is

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underground in the utility easement, review the fence plan, get back to Solicitor Wuerstle/ Lorraine Leslie with the determination if the fence should be placed in the utility easement, and Solicitor Wuerstle will prepare the agreement that will outline the conditions.

Motion was made by Supervisor Torrice, seconded by Vice Chairman Groff, and carried unanimously to allow the installation of the correct, removable fence in the open space/utility easement area at the property of Bradley & Katherine Lanning, located at 402 Longleaf Drive, subject to the location and depending what is in the utility easement, along with the clarity that the pool stays within the 42.83 feet from the house that shows on the plan. Mr. Lanning stated they will come back to the Township to apply for the pool a few years down the road. There was no public comment.

5. LEGAL:

a) Resolution 2022-018 – Adopting Articles of Amendment To Increase The Term of Existence of The Pennridge Wastewater Treatment Authority For Fifty (50) Years: Solicitor Wuerstle stated Resolution 2022-018 is a resolution securing the Township's approval of the extension of the Pennridge Wastewater Treatment Authority Charter. Hilltown Township, along with five other municipalities, are members of PWTa which is a regional sewer authority with a plant in Sellersville. The Authority was formed roughly 50 years ago under the provisions of the Municipal Authorities Act. The PWTa reached out to its' member municipalities and asked them to sign on to an extension of the charter, by resolution, for an additional 50 years because, under the law, that is the mechanism that authorizes an amendment to the Articles of Incorporation, thereby allowing for the extension.

Motion was made by Supervisor Torrice, seconded by Vice Chairman Groff, and carried unanimously to adopt Resolution 2022-018 Adopting Articles of Amendment to Increase The Term of Existence of The Pennridge Wastewater Treatment Authority for Fifty (50) Years. There was no public comment.

6. PLANNING:

a) Homestead Farm Subdivision Roadway Widening Waiver Request: Mr. Joe Casadonti was in attendance to request the reconsideration of the road widening requirement at his Homestead Farm site. After a site visit with the Township Engineer and viewing what they were doing there, they had realized by widening the road by 5 feet, all of the electric poles would have to be moved and they are all in line right now. Mr. Casadonti requested the Board approve the widening of the road waiver and accept the fee-in-leu. He continued to state the swale that is there is working perfectly fine. Chairman McIlhinney stated he has been out there a number of times to look at it, and it seems the poles should be moved, and the road should be widened for the safety and traffic on that road, along with the five additional driveways dumping water out from their asphalt in the same area. He continued to state he doubts the swale that is there, is going to be able to handle all that, and the Board gave him an approval based on widening the road, moving the poles, making it accessible and that is why they gave him the approval. Applicants do not come

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back and start picking at things they do not like doing anymore. Mr. Casadonti stated the driveways dumping out onto that swale aren't going to be a problem and the engineers looked at all of that. He continued stating their thought process, when they were talking about the waivers and different things, was that the poles didn't have to be moved and they show on the plan not to be moved. He continued to state they can be moved but they will fall out of line. He could not get an exact answer from PPL on what it will take/cost to move the poles. Mr. Casadonti continued to state it is not impossible to move them, it is not a problem, but he thought it was worth it to come up and mention that it might be something for the Board to reconsider. Chairman McIlhinney stated there is a pole at lot 1, behind the curb. Mr. Casadonti stated if they put in curb, then they are going to have some water issues. Chairman McIlhinney asked how would he have water issues when the land is sloping towards Broad Street for the first 75-100 feet. Mr. Casadonti stated the thought was, if the curb was put in, it may create a problem elsewhere. He stated he will move the poles. Chairman McIlhinney stated he is not taking them out of line; he lines them up with the ones behind the curb, currently. Mr. Casadonti stated they are in a line right now, and if he moves the three of them back five feet, they are not going to be in line. Chairman McIlhinney stated he believes that is what Mr. Casadonti agreed to when the Board gave the approval so that is what he should do; move the poles, widen the road to be in-line with the curb and go from there. Supervisor Torrice stated it is a safety issue and having that extra buffer for the residents to pull out onto the street or a cyclist to go down that road; that is what he is looking for and he knows it will line up with the section towards Callowhill Road. If the wires are not exactly straight, in his mind, that is not a big deal. Mr. Casadonti stated he thought he would ask because it would be something to consider. He concluded he will move forward and contact PPL.

## 7. ENGINEERING:

a) Proposed Ordinance Amendment – Stockpiling of Yard Waste within Public Right of Way Public Hearing: Mr. Fulmer stated tonight is the advertised public hearing for the proposed ordinance amendment that would amend Chapter 137 to add provisions to restrict stockpiling or depositing of yard waste within the right of way of public streets. The ordinance contains definitions of some key terms and the key provisions are as follows: Except as otherwise approved by the Township, no person shall stockpile, deposit, or cause to be stockpiled or deposited, yard waste within the right of way of public streets, such that the deposit of yard waste is located upon the cartway, shoulder, sidewalk, or any other portion of the public right of way that creates a hazard to motorists, bicyclists, or pedestrians; or which obstructs roadside drainage facilities (including, but not limited to, drainage swales, storm sewer inlets, culverts, and driveway pipes) or public utilities. Mr. Fulmer noted there is also violations and penalties and stated the Board of Supervisors could entertain Public Comment and then make a motion to adopt the ordinance. Supervisor McIlhinney asked for public comment. There was no public comment. Motion was made by Vice Chairman Groff, seconded by Supervisor Torrice, and carried unanimously to adopt Ordinance No. 2022-003 Amending Chapter 137 of the Hilltown Township Code of Ordinances to Add Provisions Restricting the Stockpiling or Depositing of Yard Waste Within the Right of Way of Public Streets.

b) Schultz Road Bridge Deck Replacement Bid Award: Mr. Fulmer stated seven bids were received for the Schultz Road Bridge Deck Replacement with the low bidder being Mar-Allen Concrete Products, Inc. with a total bid in the amount of \$185,030.00. Mr. Fulmer suggested the Board award the bid to Mar-Allen Concrete Products, Inc. in the amount of \$185,030.00 subject to receipt of all the performance and payment bonds, and insurance documents. Mr. Fulmer also noted due to the procurement of materials for the project, it is likely that work will not commence until Spring of 2023. Mr. Fulmer stated the company seems to be reputable and they do this kind of work all the time.

Motion was made by Vice Chairman Groff, seconded by Supervisor Torrice, and carried unanimously to award the Schultz Road Bridge Deck Replacement to Mar-Allen Concrete Products, Inc. in the amount of \$185,030.00 subject to receipt of all the performance and payment bonds, and insurance documents. There was no public comment.

c) Tice Estates Subdivision Acceptance of Completion – Resolution 2022-019: Mr. Fulmer stated Pulte Homes requests that the Township accept completion of the required site improvements, and dedication of the internal roadways of the Tice Estates Subdivision (Bennett Lane & the extension of Addison Way), and to commence the 18-month maintenance period with reduced financial security. Mr. Fulmer continued to state in his letter dated November 4, 2022, outlined two suggested conditions which included receiving the reimbursement of Liquid Fuels funding that would be forfeited by the Township if the roads were taken for dedication this year in the amount of \$2,623.18. It was noted the Liquid Fuels funds have been paid to the Township. Also, financial security must be retained for the 18-month maintenance period. Solicitor Wuerstle noted the financial security has been provided to the Township in the form of a bond.

Motion was made by Supervisor Torrice, seconded by Vice Chairman Groff, and carried unanimously to adopt Resolution No. 2022-019 for the completion of the Tice Estates Subdivision and commencement of the 18-month maintenance period. There was no public comment.

Motion was made by Supervisor Torrice, seconded by Vice Chairman Groff, and carried unanimously to adopt Resolution No. 2022-019 to accept the dedication of roads (Bennett Lane and Addison Way) for the Tice Estates Subdivision. There was no public comment.

8. UNFINISHED BUSINESS:

a) Adoption of 2022 Fiscal Year Budgets: Township Manager, Lorraine Leslie, stated two changes were made to the budget: \$10,655.00 for Unemployment Compensation Insurance and a \$5,000.00 increase to Capital because the current accounting software that is being used is being abandoned and needs to be replaced.

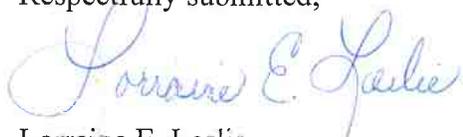
Motion was made by Supervisor Torrice, seconded by Vice Chairman Groff, and carried unanimously to approve all of the 2023 Fiscal Year Budgets. There was no public comment.

9. NEW BUSINESS: None.

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10. SUPERVISOR'S COMMENTS: Vice Chairman Groff thanked Ms. Leslie for preparing the 2023 budget.
11. PUBLIC COMMENT: None.
12. PRESS CONFERENCE: None.
13. ADJOURNMENT: Upon motion by Vice Chairman Groff, seconded by Supervisor Torrice, and carried unanimously, the November 14, 2022, Hilltown Township Board of Supervisors Work Session meeting was adjourned at 7:27 PM.

Respectfully submitted,



Lorraine E. Leslie  
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).