

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
MONDAY, JULY 22, 2024**

The regular meeting of the Hilltown Township Board of Supervisors was called to order by Chairman Caleb Torrice at 7:00 PM and opened with the Pledge of Allegiance. Also in attendance were Vice Chairman James Groff, Supervisor Joseph Metzinger, Township Solicitor Jack Wuerstle, Township Engineer Timothy Fulmer, Chief of Police Christopher Engelhart and Finance Director Marianne Egan.

1. ANNOUNCEMENTS: Chairman Torrice announced there was an Executive Session prior to the meeting to discuss Acion, Linke, Wagner, and PWTA.

2. PERSONNEL APPOINTMENTS:

a) Township Manager/Treasurer/Secretary/Open Records Officer/Pension Plan Administrator (Bonded at \$2.5 million): Chairman Torrice gave an introduction and announced the new Township Manager as Deanna Ferry. Motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and carried unanimously to appoint Deanna Ferry as the Township Manager/Treasurer/Secretary/Open Records Officer/Pension Plan Administrator, and to be bonded at \$2.5 million effective July 29, 2024. There was no public comment.

b) Resolution 2024-014 – Appointing Representative to Bucks County Tax Collection Committee (TCC) Primary Voting Delegate for Fiscal Year 2024 – Deanna Ferry: Motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried unanimously to approve Resolution 2024-014 appointing Deanna Ferry as the Primary Voting Delegate to the Bucks County Tax Collection Committee (TCC) for the Fiscal Year 2024. There was no public comment.

3. CONSENT AGENDA:

- a) Minutes of the June 24, 2024, Board of Supervisors Meeting
- b) Bills List: July 9, 2024
- c) Bills List: July 23, 2024
- d) Financial Report: June 30, 2024

Motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and carried unanimously to approve items 3(a) through 3(d) on the Consent Agenda. There was no public comment.

4. CONFIRMED APPOINTMENT: None.

5. LEGAL:

a) ZHB Appeal 2024-006 – John & Maureen Rouse – 618 South Perkasio Road – Requesting Variance: Solicitor Wuerstle discussed the variance request to install a patio and accessory structure located in the front yard at 618 S. Perkasio Road. After discussion, Solicitor Wuerstle will not attend the hearing.

b) Ordinance 2024-003 – Amend Chapter 124 Article II Section 8 to Revise the General Regulations on PH Standard Limits for Wastewater & to Revise the Industrial Pretreatment Limitations in Wastewater: Solicitor Wuerstle requested authorization to advertise Ordinance 2024-003. Motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried unanimously to approve the

advertisement of Ordinance 2024-003, to Amend Chapter 124 Article II Section 8 to Revise the General Regulations on PH Standard Limits for Wastewater & to Revise the Industrial Pretreatment Limitations in Wastewater. There was no public comment.

6. PLANNING:

a) Suh Minor Subdivision: Tim Fulmer discussed the two-lot subdivision located along the south side of East Creamery Road within the RR Zoning District which the Planning Commission recommended at their last meeting. Mr. Jason Smeland, Lenape Engineering, stated all items in the Wynn Associates review letter dated May 29, 2024, are “will comply” and the applicant would like to offer \$5,000.00 capital contribution in lieu of the required street improvements. After further discussion, Motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried unanimously to grant Preliminary/Final land development approval for the Suh Minor Subdivision contingent upon the items contained in the Wynn Associates review letter dated May 29, 2024, and the acceptance of \$5,000.00 capital contribution in lieu of the required street improvements. There was no public comment.

b) Weidner Subdivision Preliminary Plan: Mr. Fulmer explained the history and the two plans proposed for the Weidner Subdivision located at Seven Corner Road (East Rockhill Township) and South Perkasia Road. One plan proposes an expanded width of the cul-de-sac road which would require a waiver for the 1,500 ft. length of the road with 21 units, and the other plan proposes a through road from Seven Corner Road to South Perkasia Road with a steep slope. Greg Adelman was in attendance on behalf of the applicant and reviewed both plans stating the cul-de-sac road would be private and maintained by the HOA. Mr. Fulmer noted East Rockhill Township has an interest in the road design as well, as it will need to be consistent, and the potential future road segment that is shown at the top of the plan is only for future planning purposes.

Public Comment: John McPherson commented on the grade of Callowhill Road. After additional discussion, it was noted the Board of Supervisors would like to see the private, wider, cul-de-sac plan pursued and sent back to the Planning Commission for their review. No formal action was taken.

7. ENGINEERING:

a) 781 Minsi Trail (Hilltown Glen) Subdivision: Mr. Fulmer stated he recommends the Township accept completion of the Hilltown Glen Subdivision and authorize commencement of the 18-month maintenance period subject to certain conditions. Motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and carried unanimously to accept completion of the Hilltown Glen Subdivision and authorize commencement of the 18-month maintenance period subject to the Township retaining financial security in the amount of \$60,071.87 to guarantee the condition of required improvements (roadway, stormwater management facilities, storm sewer, signage, landscaping, etc.) during the 18-month maintenance period, the developer continues to maintain public improvements for a period of 18 months from the date of dedication, which includes repair, restoration, snow removal, and all other responsibilities associated with maintenance responsibility, and to provide title insurance for the internal road to be dedicated to Hilltown Township, which must be filed with the Township. There was no public comment.

b) Resolution 2024-015 Acceptance of Deed of Dedication - 781 Minsi Trail (Hilltown Glen): Mr. Fulmer requested approval for Resolution 2024-015 Acceptance of Deed of Dedication of 781 Minsi Trail (Hilltown Glen) internal roadway. Motion was made by Supervisor Metzinger, seconded by Vice

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Chairman Groff and carried unanimously to approve Resolution 2024-015 accepting dedication of the Hilltown Glen internal roadway. There was no public comment.

c) East Creamery Road Culvert Replacement Bid Award: Mr. Fulmer stated six bids were received and opened on July 11, 2024, on PennBid for the culvert replacement with the lowest, responsible bidder was identified as CMR Construction, Inc. in the amount \$319,570.00, with all of the information required received. Motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried unanimously to award the East Creamery Road Culvert replacement bid to CMR Construction Inc. in the amount of \$319,570.00, subject to the unit prices specified in the bid documents, compliance with terms of the contract documents, and receipt of certificate of insurance, Performance Bond, and Payment Bond as per the bid specifications. There was no public comment.

8. UNFINISHED BUSINESS: None.

9. NEW BUSINESS: Supervisor Torrice stated two inquiries have been received for land preservation and they will be reviewing the policy.

a) H&K Extension of Hours – August 1 – 31, 2024: Motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried unanimously to grant the extension of hours between August 1, 2024, and August 31, 2024, for the Concrete Batch Plant at Rahns Construction Materials Co., and the Asphalt Batch Plant and Crushing Plant at the Chalfont Quarry per the letter dated July 17, 2024, with the exception of striking the part in the letter in regard to "and/or private customers". There was no public comment.

b) Fairhill Road Speed Study – Chief Engelhart: Supervisor Metzinger stated this ties in with some of the concerns that were raised with the 309 Connector Project regarding existing conditions and two types of methods to check the speed. Chief Engelhart stated the safe running speed method was conducted on the stretch from Spur Road and Keystone and the average speed was exactly 45 MPH. The Board could lower the speed limit to 40 MPH on that stretch. Chief Engelhart reviewed the crash data specs of the seven accidents stating they can do more enforcement in that area. The Board stated they will hold off until they see the final 309 Connector plan. Regarding the Weidner Subdivision, Chief Engelhart requested the police department be able to enforce parking on that road even though it is private.

10. SUPERVISOR'S COMMENTS: Vice Chairman Groff thanked Chairman Torrice for all that he did with the interview process. Supervisor Metzinger welcomed Deanna Ferry to the Township. Vice Chairman Torrice commented on the crashes at Broad Street and Callowhill Road. The Park & Rec Committee met for the first time; they are a great group and will do amazing things.

11. PUBLIC COMMENT: Bruce Weikel commented on lowering the speed limit on Callowhill Road between Rt. 113 and the bridge, asked for a traffic study and active farm signs. Chief Engelhart stated he will reach out to someone from PennDOT. John McPherson commented on the water in the ditches and speed on Callowhill Road. Bob Elker commented on the Fairhill Road traffic study, and it should be a cul-de-sac or one-way street.

12. PRESS CONFERENCE: None.

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13. ADJOURNMENT: Upon motion by Supervisor Metzinger, seconded by Vice Chairman Groff and carried unanimously, the July 22, 2024, Hilltown Township Board of Supervisors meeting was adjourned at 8:02 PM.

Respectfully submitted,



Joseph A. Metzinger  
Township Secretary/Treasurer

(\*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).