

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
MONDAY, OCTOBER 28, 2024**

The regular meeting of the Hilltown Township Board of Supervisors was called to order by Chairman Caleb Torrice at 7:10 PM and opened with the Pledge of Allegiance. Also in attendance were Vice Chairman James Groff, Supervisor Joseph Metzinger, Township Manager Deanna Ferry, Township Solicitor Jack Wuerstle, Township Engineer Timothy Fulmer, and Chief of Police Christopher Engelhart.

1. ANNOUNCEMENTS: Chairman Torrice announced there was an Executive Session prior to the meeting to discuss hiring, additional personnel issues, real estate and litigation.

2. CONSENT AGENDA:

- a. Minutes of October 14, 2024, Budget & October 14, 2024, Work session Board of Supervisors Meetings
- b. Bills List: September 24, 2024
- c. Bills List: October 29, 2024
- d. Financial Report: September 30, 2024

Motion was made by Chairman Torrice, seconded by Supervisor Metzinger, and carried unanimously to approve items A-D on the Consent Agenda. There was no public comment.

3. CONFIRMED APPOINTMENT: None.

4. LEGAL: None.

5. PLANNING:

a) Johnson Tract: Township Engineer Tim Fulmer stated that there was one item for review but no action required as it was only a sketch plan for a five acre property on Schultz Road. Mr. and Mrs. Johnson are looking to subdivide their parcel into two lots; one containing their existing house with driveway access to Schultz Road and the other would be a future building lot for a new home. They are looking for input from the Board on a potential waiver that they are going to need for the lot line orientation. Mr. Fulmer addressed the consulting engineer, Kirk Clouse, advising him to share any additional comments. Mr. Clouse advised the Board that the sketch plan presented today went before the Planning Commission last week and there were no issues with the lot layout. He noted that the Johnsons wanted to get the Board's input on the engineering of the plan as well before moving forward with waiver requests. Mr. Fulmer added more detail about the waivers for the Board before their comments, of which there were none.

b) Popeye's Hilltown Crossings: Township Engineer Tim Fulmer gave a recap of this project and recommended that the Township accept completion of the improvements and authorize a release of the remaining financial security as a maintenance bond is not needed. Mr. Fulmer requested that the Township approve the completion of the project and release the financial security subject to payment of any engineering and/or legal fees incurred by the Township. Chairman Torrice asked for a motion to accept completion of the improvements and authorize a release of escrow funds. A Motion was made by Supervisor Metzinger and Vice Chairman Groff seconded and carried unanimously. There was no public comment.

6. ENGINEERING: None.

7. UNFINISHED BUSINESS:

a) EMS Designation: Chairman Torrice advised the public that the Board approved an urgent change in call box designation for the Township in July and advised that a retro-active motion would be required to ratify that decision. Chairman Torrice asked for a motion to approve the changes to the EMS 911 response boxes. The motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and carried unanimously. Chairman Torrice then turned the floor over to Supervisor Metzinger to give a presentation on a potential EMS designation for the Township. Following his presentation, Supervisor Metzinger requested to move forward with a motion to draft a resolution naming VMSC as the primary ambulance provider for Hilltown Township and commence EMS contract negotiations related to same. Chairman Torrice requested a motion to draft a resolution to designate VMSC as the primary service provider for Hilltown Township. A motion was then made by Supervisor Metzinger, seconded by Vice Chairman Groff subject to a discussion prior to authorizing the resolution, which was carried unanimously. There was no public comment.

b) 2025 Budget Advertising: Chairman Torrice asked for a motion to advertise the 2025 Budget. A motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and carried unanimously to approve advertising the 2025 Budget. Vice Chairman Groff thanked Dr. Ferry for her work on the budget and Dr. Ferry confirmed that it is another no tax increase budget year. There was no public comment.

8. NEW BUSINESS:

a) H&K Extension of Hours: Dr. Ferry advised there was a motion for consideration and approval by the Board for extended hours of operation at the Quarry throughout the month of November, excluding holidays. Chairman Torrice requested a motion to approve the extended hours for H&K for the month of November. A motion was made by Vice Chairman Groff, subject to the removal of 'private customer' language in H&K's request, which was seconded by Supervisor Metzinger, and carried unanimously. There was no public comment.

b) Public Works: Dr. Ferry advised there is a motion for consideration and approval by the Board for the reorganization of the structure for the public works department, which was to include promotions, a full-time employee hire, and an employee reassignment. Chairman Torrice requested a motion for the reorganization of the public works department. A motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried unanimously. There was no public comment.

9. SUPERVISOR'S COMMENTS: Vice Chairman Groff thanked Dr. Ferry for working diligently and putting together last week's Trunk and Treat event with the help of Public Works and the Administrative Departments. There was no public comment. Dr. Ferry gave a thank you to the Hilltown Township Police Department as well as both Hilltown and Silverdale Fire Companies who participated in the touch-a-truck event that day. Vice Chairman Groff further thanked all of the vendors who participated at the event.

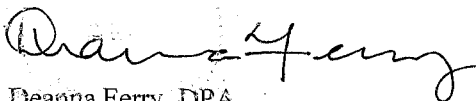
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10. PUBLIC COMMENT: Township resident Carolyn Perzane from Maron Road commented on the Township website and asked about updates on events as well as sharing an interest in helping more with community events. Dr. Ferry responded and also mentioned the Township's use of social media as a means to stay up to date as well and offered to stay after to provide this resident with her card and to discuss further.

11. PRESS CONFERENCE: None.

12. ADJOURNMENT: Upon motion by Chairman Torrice and seconded by Supervisor Metzinger and carried unanimously, the October 28, 2024, Hilltown Township Board of Supervisors meeting was adjourned at 7:38 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).