

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
MONDAY, FEBRUARY 24, 2025**

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, Township Manager Deanna Ferry, Township Solicitor Jack Wuerstle, Township Engineer Timothy Fulmer, and Chief of Police Christopher Engelhart. Supervisor Joseph Metzinger was not in attendance.

1. ANNOUNCEMENTS:

- a. Executive Session: Chairman Torrice announced there was an Executive Session on February 17, 2025 to discuss personnel matters as well as Linke litigation and another Executive Session prior to tonight's meeting to discuss Rouse litigation and additional personnel matters.

2. CONSENT AGENDA:

- a. Minutes of January 27, 2025, Board of Supervisors Meeting
- b. Bills List: February 11, 2025
- c. Bills List: February 25, 2025
- d. 2025 Fire Protection Agreement: Dublin Volunteer Fire Co.
- e. 2025 Fire Protection Agreement: Hilltown Fire Co.
- f. 2025 Fire Protection Agreement: Perseverance Volunteer Fire Co. of Souderton
- g. 2025 Fire Protection Agreement: Sellersville Fire Department
- h. 2025 Fire Protection Agreement: Silverdale Fire Co.
- i. 2025 Fire Protection Agreement: Telford Volunteer Fire Co.

Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried unanimously to approve items a.-i. on the Consent Agenda.

3. CONFIRMED APPOINTMENT:

- a. Sweatshirt of Hope: Terry Derstine: Mr. Derstine appeared to request approval to host the 7th annual community event with the same format as last 3 years. He provided further details on the event and asked if the Board had any questions. Discussion ensued about attendance and notifying neighbors.

Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried unanimously to approve the Sweatshirt of Hope event on September 20th and 21st, 2025 at 741 N. County Line Road.

4. LEGAL:

- a. ZHB Appeal 2025-001 Greg Dew 729 Blooming Glen Rd., Requesting Variance: Solicitor Wuerstle asked Rachel Dew to discuss the two variances requested to reduce setbacks. She discussed why the new structure was needed and indicated they had made contact with one neighbor, but were unable to reach two others prior to this meeting. Solicitor Wuerstle

cautioned that seeking legal counsel would be helpful at the Zoning Hearing Board hearing. After a brief discussion, the Board determined that Solicitor Wuerstle would not need to attend the hearing.

- b. ZHB Appeal 2025-002 Jason Allebach 914 Forest Rd., Requesting Variance: Solicitor Wuerstle asked Mr. Allebach to comment on any existing structures and add anything additional to the existing application. Mr. Allebach commented on the reason for the placement of the proposed structure and use of same. Solicitor Wuerstle cautioned Mr. Allebach that seeking legal counsel is optional but would be helpful at the Zoning Hearing Board hearing. After a brief discussion, the Board determined that Solicitor Wuerstle would not need to attend the hearing.

5. PLANNING:

- a. Weidner Tract Subdivision: Mr. Fulmer stated the Planning Commission made a recommendation for preliminary plan approval subject to compliance with the engineering review from his office dated January 24, 2025. He gave a brief recap of the property and the split zoning of the two parcels. Project Engineer Tim Woodrow and Attorney Gregg Edelman spoke on behalf of the Applicant giving more history on the project and addressing the review letter items. Mr. Fulmer gave response feedback to the review letter items. Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried unanimously, for preliminary approval of the plan and waivers as discussed conditioned upon the completion of items contained within the Wynn Associates January 24, 2025 review letter.

6. ENGINEERING:

- a. 2025 Road Maintenance Projects – Authorization to Advertise for Bids: Mr. Fulmer gave an overview of the projects included in the Bid to improve various roads and the repairs recommended by the Hilltown Township Public Works Department. He sought the Board's authorization to post the bid to PennBid in March 2025 to potentially award in April 2025, for work done to be completed in summer 2025. Motion was made by Vice Chairman Groff, seconded by Chairman Torrice and carried unanimously to authorize the advertising for bids.
- b. MS4 – Stormwater Management Update: Mr. Fulmer gave an overview of the status update of the MS4 Stormwater Management for Hilltown Township, as is required annually. Mr. Fulmer discussed a number of topics including the pollution reduction plan, the ongoing record keeping of Stormwater activities, and recently completed training by the Public Works Department, amongst other topics. He further advised that the Wynn Associates will again file the annual MS4 Report with PADEP by end of September 2025. Lastly, Mr. Fulmer noted that PADEP stresses public education and he acknowledged the work the Township has done with regard to the Township website and keeping the public informed.

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Chairman Torrice asked for public comment on the MS4 Stormwater Management update as provided by Mr. Fulmer. There was no public comment.

7. UNFINISHED BUSINESS:

- a. Motion to Approve 3-year Auditing Services Contract: Dr. Ferry stated that at the last meeting the Board requested an update on the forensic audit, and shared a slideshow of the recommendations, noting progress the Township has made to achieve these items. As Supervisor Metzinger was not in attendance, a motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried unanimously to table this until next month.
- b. Supervisor Liaison Program: Supervisor Metzinger: As Supervisor Metzinger was not in attendance, a motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried unanimously to table this until next month.
- c. Hilltown Fire Evaluation: Supervisor Metzinger: Dr. Ferry stated that the Board had requested she look into options for another fire evaluation similar to the one completed between 2007 and 2009. Dr. Ferry recapped the steps she took to accomplish this and recommended that Board approve a motion to sign DCED's LOI to use them again for this study. Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried unanimously to approve a letter of intent to be submitted to the Government Center for local government services to request technical assistance for a fire study.

8. NEW BUSINESS:

- a. Act 14 Notification, Berry Brow WWTP Permit Renewal: Vice Chairman Groff: Vice Chairman Groff explained the details of this wastewater treatment plant and the NPDES permit process. Under this Act, the Water Authority is required to notify the local municipality of the intent to renew the permit. If anyone has any questions, they can contact Vice Chairman Groff at the Hilltown Water & Sewer Authority office.

9. MANAGER UPDATE:

- a. Donation Request from Hilltown Historical Society: Dr. Ferry shared that the Hilltown Historical Society was seeking a donation totaling \$1,950.00 to cover the expense of their 50th Anniversary Book. She further advised that a new budget line item for 2025 under Civics could be used for this donation should the Board wish to approve this. The Board gave comment and asked for more information on what was given to them in the past. Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried unanimously, to approve a donation in the amount of \$975.00 to Hilltown Historical Society.

Bucks Co. Tennis Association Inc. Lease Agreement: Dr. Ferry gave an overview of the Bucks Co. Tennis Association's utilization of the tennis courts at Civic Park over the past 16 years and the payment arrangement. She further shared that she and Solicitor Wuerstle

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drafted an agreement that would continue to allow them to use the facilities in 2025.

- a. Discussion ensued and a motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried unanimously to approve the Agreement with Bucks Co. Tennis Association.

10. SUPERVISOR'S COMMENTS:

Vice Chairman Groff advised that there is an electric line over the tennis courts that needs to be removed, and that PP&L will be setting another pole and moving that line on Wednesday, February 26, 2025. Vice Chairman Groff also advised that he received a message from Steve Kendra, Chairman of Parks & Recreation, about bringing a water line to Civic Park to provide for a bottle filling station and possibly a holding tank for gray water. Vice Chairman Groff indicated that he will be reaching back out to Steve Kendra and will keep everyone in the loop.

Chairman Torrice explained that the Parks & Recreation Board meets on the second Tuesday of every month and encouraged everyone to come out and attend. He further advised that the meetings are more of a conversation and less formal than other meetings.

11. PUBLIC COMMENT:

Diane Stall of Regency advised that she spoke with Dr. Ferry with regard to EMS services and the solicitations that Regency has been receiving with regard to these services. She further advised that it would be helpful to explain in the next newsletter the complete and comprehensive providers for both fire and ambulance. Dr. Ferry advised that the Township would be happy to come out and speak with Regency residents but Ms. Stall voiced the preference to have the information in the newsletter as it would reach far more Regency residents than an in-person meeting.

12. PRESS CONFERENCE: None.

13. ADJOURNMENT: Upon motion by Vice Chairman Groff, and seconded by Chairman Torrice, and carried unanimously, the February 24, 2025, Hilltown Township Board of Supervisors meeting was adjourned at 7:45 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).