

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

The regular meeting of the Hilltown Township Board of Supervisors was called to order by Chairman Caleb Torrice at 7:03 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 were two Executive Sessions on March 7, 2025, to discuss legal issues, and this evening to discuss personnel and legal matters.

2. CONSENT AGENDA:

- a. Minutes of February 24, 2025, Board of Supervisors Meeting
- b. Bills List: March 11, 2025
- c. Bills List: March 25, 2025
- d. 2025 Fire Protection Agreement: Perkasio Fire Department

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

3. CONFIRMED APPOINTMENT: None.

4. LEGAL: None.

5. PLANNING:

- a. Webber Tract Minor Subdivision: Township Engineer Tim Fulmer introduced the project, gave a brief overview of the project stating it was presenting to the Planning Commission last week, and introduced the Engineer working on the project with the Webber Family, Mr. Steven Hippauff of Cowan Associates. Mr. Hippauff gave his own summary of the project, advising that the Planning Commission did recommend the plan for approval. A brief discussion ensued regarding the capital contribution amount and a few items in Mr. Fulmer's letter. A motion for Preliminary and Final approval of the minor subdivision, conditioned upon the completion of items contained with Mr. Fulmer's letter, dated February 27, 2025, with an additional capital contribution of \$5,000.00 for street repairs, and \$2,685.00 in lieu of recreational land dedication, was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and passed unanimously.
- b. Vitelli Property Minor Subdivision Sketch Plan: Mr. Fulmer introduced the sketch plan, advising no action is needed from the Board tonight, and introduced Kristin Holmes, of

Holmes Cunningham, LLC to present the project. Ms. Holmes walked through the sketch for the Board, and highlighted a few items on the plan.

- c. Suburban Equities III, LLC Land Development Capital Contribution Proposal: Mr. Fulmer reviewed the prior approval with the Board, and introduced Mr. VanLuvanee of Eastburn and Gray, PC who is representing Suburban Equities III, LLC. Mr. VanLuvanee walked through the breakdown of the letter previously provided to the Board, which itemized each piece of the capital contribution proposal. A discussion on the shade tree figure ensued. Prior to a vote, Chairman Torrice asked for public comment, at which time, Mr. Mark Geitz stepped up to the podium to ask about traffic lights on a state road. Mr. Fulmer responded to his question. Following Mr. Geitz's comments, Ms. Lauren Geitz stepped up to the podium to ask about tree replanting. Her question was addressed by Chairman Torrice. A motion to approve a capital contribution in the amount of \$105,700, for the fee in lieu of sidewalk installation and tree removal and replacement, was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and passed unanimously.
6. ENGINEERING: None.
7. UNFINISHED BUSINESS:
  - a. Motion to Approve 3-year Auditing Services Contract: Dr. Ferry stated that this item has been on the agenda for a few months and is up for a vote from the Board this evening, reviewed the cost summary for each of the applicants, and advised that if Dunlap was chosen that the Township would be assigned a new auditing team. A motion to approval Dunlap, LSK for a three-year auditing service contract, was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and approved unanimously.
  - b. Supervisor Liaison Program: Supervisor Metzinger: Dr. Ferry noted that this item has also been on the agenda for a few months, and Supervisor Metzinger spoke regarding the need for continuation of the program. Discussion on the program's merits ensued. A motion to discontinue the Supervisor Liaison Program was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and passed unanimously.
8. NEW BUSINESS:
  - a. BCATO Meeting Update: Supervisor Metzinger: Supervisor Metzinger gave a brief overview of the BCATO meeting held on February 22, 2025, which focused on Fire Department and EMS issues.
9. MANAGER UPDATE: None.
10. SUPERVISOR'S COMMENTS:

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Supervisor Torrice noted that as Chairman this year he is being more intentional to elaborate on processes and allow sufficient time for public comment.

11. PUBLIC COMMENT:

Chuck Glasser wanted to seek the Board and local Fire Department's opinion on the speed bumps on Green Street in Silverdale Borough. Being that they are physically located in Silverdale Borough, the Board was unable to comment on this issue.

12. PRESS CONFERENCE: None.

13. ADJOURNMENT: Upon a motion from Vice Chairman Groff, seconded by Supervisor Metzinger, and carried unanimously, the March 24, 2025, Hilltown Township Board of Supervisors meeting was adjourned at 7:41 PM.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Deanna Ferry".

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).