

HILLTOWN TOWNSHIP PARKS AND RECREATION BOARD MEETING

TUESDAY, MARCH 11th, 2025

The regular meeting of the Hilltown Township Parks and Recreation was called to order by Chairman Steven Kendra at 7:01 PM. Also in attendance was Vice Chairman Kaitlyn Metzinger, Bryan Coleman, and Secretary Aubrie Schulz.

1. ANNOUNCEMENTS:

- 1) Caleb Torrice, Board of Supervisor Chairman, gave a brief overview of the Parks and Recreation Meeting re-launch with explanation of the new format, and introduced Solicitor Jack Wuerstle, and Deputy Public Works Director, Thomas Hess. Chairman Torrice discussed how Mr. Hess would not be a resource for the Board for logistics and park questions.
- 2) Township Solicitor, Jack Wuerstle, gave a very thorough overview of the Sunshine Act and explained the Act's implications for the Parks and Recreation Board. The Board had some questions throughout the Solicitors presentation, all of which were answered.

2. CONSENT AGENDA:

- 1) Approve Minutes from the February 11, 2025 Meeting
 - No motion was taken, but informal approval was given for the minutes.

3. CONFIRMED APPOINTMENT: None.

4. LEGAL: None

5. PLANNING: None.

6. ENGINEERING: None.

7. UNFINISHED BUSINESS:

- 1) Update on Spring Event
 - Chairman Kendra noted that there will not be a Spring Event this year, but the Board hopes to have one next year.
- 2) Update on Newsletter
 - Chairman Kendra noted that the draft newsletters was completed and that the Board will have an article and the survey within the newsletter. Discussion was had regarding putting waterproof message boards at the parks to share things like the survey QR code with people who come to our parks.
- 3) Update on water to Civic Park
 - Chairman Kendra updated the Board on his communication with Hilltown Township Water and Sewer Authority Manager, Jim Groff, sharing that water at the park was feasible. Mr. Kendra advised that it would be prudent for the Board to put a formal request together for the Board of Supervisors to consider the project. Mr. Hess noted there was a tank already at the park but its condition or location is unknown. Additional discussed ensued.

- 4) Update on PA Recreation and Parks Society
 - Steve Kendra announced his attendance to their annual meeting this week.

8. NEW BUSINESS:

- 1) Review New Meeting Format
- 2) Discuss Hilltown Fire Company Request
 - Two members of the Hilltown Township Fire Company were in attendance, Ashley Berger and Michael, and Chairman Kendra asked them to come to the podium. Ms. Berger advised that they were following up on two items: (1) their training request at Fairhill Park, and (2) having their event 'Wine on the Hill' on Township property.
 - Chairman Kendra recommended the Board recommend to the Board of Supervisors to make an exception to allow the Fire Company fundraiser to have alcohol on Township property. Vice Chairman Metzinger made a motion to recommend changing the Township ordinance regarding alcohol on Township property for Hilltown Township Fire Company to host their fundraiser, which was seconded by Chairman Kendra, and approved unanimously.
- 3) Egg Hunt
 - Chairman Kendra presented the egg hunt and shared that the Manager was looking for the Parks and Recreation Board's assistance in helping get sponsorships for baskets. Informal approval was made by the Board.
- 4) Q&A with Township Public Works Assistant Director, Thomas Hess
 - Chairman Kendra asked Tommy for an update on Forest Road Park, to which Mr. Hess advised that the Township Manager was meeting with the Township engineer this week for more information on re-opening the park.

9. PARKS AND RECREATION BOARD COMMENTS:

- 1) Chairman Kendra brought up meeting with the Township Manager and Mr. Hess regarding his interest in making a larger event venue within Hilltown Township, and his continued interest in pursuing that.
- 2) Chairman Kendra raised the question of the annual report to Chairman Torrice. Vice Chairman Metzinger, asked Chairman Torrice and Solicitor Wuerstle for a reprieve on the report for 2025. To which the Chairman and Solicitor agreed. Vice Chairman Metzinger asked for a motion to change the Parks and Recreation ordinance, seconded by Chairman Kendra, and approved unanimously. The Solicitor then advised it will likely not be necessary to change the ordinance and further discussion ensued.
- 3) Vice Chairman Metzinger requested a new

10. PUBLIC COMMENT: None.

11. PRESS CONFERENCE: None.

12. ADJOURNMENT: Chairman Steve Kendra adjourned the Hilltown Township Parks and Recreation Board meeting was adjourned at 8:11 PM.