

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
MONDAY, JULY 28, 2025**

The regular scheduled meeting of the Hilltown Township Board of Supervisors was called to order by Chairman Torrice at 7:01 PM and opened with the Pledge of Allegiance. Also present were Vice Charman James Groff, Supervisor Joseph Metzinger, Township Manager Deanna Ferry, Township Solicitor Jack Wuerstle, and Township Engineer Timothy Fulmer.

1. ANNOUNCEMENTS:

- a. Executive Session- Chairman Torrice announced that an Executive Session took place prior to the start of tonight's meeting to discuss legal and personnel matters.

2. PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

3. CONSENT AGENDA:

- a. Minutes of the June 23, 2025, Board of Supervisors Meeting
- b. Bills List: July 15, 2025
- c. Bills List: July 29, 2025

Motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried out unanimously, to approve items 'a' through 'c' on the consent agenda.

4. CONFIRMED APPOINTMENT: None

5. LEGAL: None

6. PLANNING:

- a. Reserve at Orchard Hill (Schreiner Tract) Subdivision: Township Engineer Fulmer noted this project consists of 25 townhome units with road access through the existing Orchard Hill Subdivision, and went before the Planning Commission for their consideration at their last meeting. Mr. Fulmer introduced Mr. Nate Fox, Counsel for the applicant, who discussed waiver requests from Mr. Wynn's review letter. Discussion ensued regarding the waivers and fee in lieu allocations. A motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff for preliminary and final approval of the subject application conditioned upon the resolution of all items within the letter from Mr. Wynn dated July 9, 2025 including a tree replacement fee of \$95.00 per tree to be placed into escrow, excluding the fee for street improvements, and taking the \$67,125.00 for public dedication to be put towards recreational use at Telegraph Field.

Prior to a vote, Chairman Torrice asked for public comment. Anthony and Maureen Narisi came to the podium to discuss concerns regarding their easement, which encompasses a temporary easement of 7,700 sq. ft. that includes a portion of the cul-de-sac in a neighboring development. Discussion ensued and upon a recommendation from Solicitor Wuerstle, a motion was made to recess by Supervisor Metzinger, seconded by Vice Chairman Groff, and passed unanimously at 7:35pm. A motion was made to re-adjoin by Supervisor Metzinger, seconded by Vice Chairman Groff, and passed unanimously at 7:51pm. Upon readjournment, Chairman Torrice advised the Narisi Family that he Board will not be holding up the application due to questions regarding a neighboring easement

but will be reaching out to have a meeting regarding options for the easement. Mr. Chuck Calezza came to the podium for public comment next with questions regarding Mr. Wynn's review letter from July 9, 2025, specifically with respect to undue hardship on the applicant. Discussion ensued regarding his concerns. Ms. Terry Shmoland was the final member of the public to share public comment and thanked the Board for taking the neighbor's opinions into consideration with their decision.

Following public comment, the motion was approved unanimously.

- b. Cablevision Lightpath, LLC Land Development: Township Engineer Fulmer advised that the Board of Supervisors recently granted conditional use approval for this project with an identical plan, before introducing Mr. Mease, of Mease Engineering, to discuss the project more. Mr. Mease had a few items in Mr. Fulmer's review letter to discuss with the Board prior to a vote, and discussion ensued. A motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and passed unanimously to approve the preliminary and final land development plan, conditioned upon all items contained in Mr. Wynn's letter dated June 24, 2025, adding the agreement to a capital contribution of street improvements to exclude Orchard Road, and allowing for 12 feet of open space upon approval from Sellersville Fire Department, additionally cost estimated for fees in lieu of will be determined at a later date.
- c. Jasinski Subdivision: Township Engineer Fulmer advised that this project is a 10-lot subdivision which was recommended for preliminary approval at the most recent Planning Commission meeting. There was no public comment. A motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and passed unanimously, for preliminary approval for the proposed tenant single family detached dwelling plan on Hyland Park Road conditioned upon the resolution of all items contained in Mr. Wynn's letter dated July 10, 2025.
- d. Solar Atmospheres Land Development: Township Engineer Fulmer advised that this project is an expansion of an existing manufacturing use on Clearview Road in the LI district and was also approved by the Planning Commission at their last meeting. Representatives from Solar Atmosphere were present to answer the Board's questions and discuss what the business does. There was no public comment. A motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and passed unanimously to approve preliminary and final land development for the subject application contingent upon the resolution of all items within the letter from Mr. Wynn dated June 24, 2025 including the aerial view of the property, parking lot set back, and cartway overlay and sidewalk with a fee in lieu to be determined at a later date.

7. ENGINEERING:

- a. Telford Hauling (Waste Management) Land Development Work Hours Request: Township Engineer Fulmer advised that the Telford Hauling Facility is currently under construction and informed the Board that they have put in a request for extended hours to complete the stormwater and sewer pipe laying during hours that the road is less busy. Mr. Kevin Pack, Project Engineer with Diversified Engineering, was present to give more information on the request and answer Supervisor questions. Discussion ensued regarding

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parameters to extended work hours and limitations on future requests. A motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and approved unanimously, to approve extended hours for Telford Hauling, limited to 5:00pm to 12:00 midnight with machinery stopping at 9:00pm, Monday through Friday, with no work of any kind permitted on Sundays or Holidays, Saturday work hours will be limited to 9:00am to 7:00pm, with any construction work requiring Township oversight having a rate of reimbursement of one and a half times the standard rate for those Township professionals, all subject to minimal complaints to the Township.

8. PARKS & RECREATION RECOMMENDATIONS:

a. Hilltown Civic Park:

- i) Water Line Should be run to the Park
- ii) Water bottle filling station should be installed
- iii) Water should be run through the snack bar
- iv) Gray water tank should be evaluated and replaced if necessary

Chairman Torrice opened the floor to Parks and Recreation Chairman Steve Kendra, who was in attendance to answer any questions regarding these recommendations. For line item 'a' Vice Chairman Groff advised that the water authority would be able to get a water line to the outside of the building. While no cost estimates were provided by the Parks and Recreation Board to the Board of Supervisors, there was no objection to putting in a water bottle filling station, have water accessibility run into the snack bar, or to evaluate the gray water tank.

- b. Requesting an exception to the 'no alcohol' policy for Hilltown Fire Department fundraiser: Chairman Torrice requested the Hilltown Fire Department provide insurance information for their event to help ease concerns from the Township regarding liability. Mr. Jim Foote, President of the Hilltown Fire Company, came to the podium to discuss the request and their coverage for the event.
- c. Requesting an RFP for field improvements at Civic Park, including a new scoreboard with a long chain or Bluetooth, lighting, batting practice cage, warm up pitching areas, netting, and dugouts: Mr. Kendra advised the Parks and Recreation Board was still waiting for Deep Run to get back to them with quotes for these items.
- d. Requesting a staff member for Parks & Recreation be hired by the Township: Mr. Kendra advised the Supervisors that the Parks & Recreation Board would like a part-time staff member to assist with getting quotes and doing administrative work to aid the Board in providing recommendations to the Board of Supervisors, noting that they are only volunteers. Vice-Chairman Groff stated he did not feel we are there yet, to which Chairman Torrice agreed. Supervisor Metzinger noted he didn't feel it would be a massive lift on existing administrative staff to support the Parks and Recreation Board, to which Chairman Torrice again agreed. Dr. Ferry agreed that simple requests are not a huge lift, and noted that she does put her time into helping the Board get what they need for their meetings, providing updates on parks, in addition to Mr. Thomas Hess contributing his time to the Board as well.

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Chairman Torrice also wished to address trash at the Tot lot open space in the Longleaf Development, which Mr. Kendra explained that he would want to move a trash can from Forest Road Park to the Longleaf open space lot. Chairman Torrice said it wouldn't be a problem to do that.

Chairman Torrice then advised that the next meeting for Parks and Recreation would be next Thursday night at 7:00pm at Berry Brow open space.

9. UNFINISHED BUSINESS: None

10. NEW BUSINESS:

- a. Motion to approve H&K Extended Hours Request for August, 2025: Township Manager Ferry advised that H&K was seeking approval for the extended hours of 6:30pm – 6:30am, from August 1, 2025 thru August 31, 2025, excluding Holidays. A motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and carried out unanimously to approve the extension of hours for Chalfont Asphalt and Quarry to operate between the hours of 6:30pm – 6:30am, Monday through Saturday, between August 1 and August 31, 2025, excluding holidays.

11. MANAGER UPDATE:

- a. Budget Update 2025 Quarter Two (2): Dr. Ferry presented on the status of the 2025 budget following the close of quarter two in the Township's fiscal year. Notably, interest has exceeded estimates in most of the accounts, expenses are mostly on target for the year, and revenue is continuing to come in primarily through the continued collection of taxes.

12. SUPERVISOR'S COMMENTS: Chairman Torrice commented on a job well done by Public Works on road improvements.

13. PUBLIC COMMENT: Mr. Glenn Wimmer came forward to discuss the Target Shooting Ordinance, noting it's a bit of a gray area in Hilltown. Mr. Wuerstle noted that he would bring Dr. Ferry up on speed on the issue and what's been done in the past in the Township and that we would reach out shortly.

14. PRESS CONFERENCE: None

15. ADJOURNMENT: Upon a motion from Vice Chairman Groff, seconded by Supervisor Metzinger, and carried unanimously, the July 28, 2025, Hilltown Township Board of Supervisors meeting was adjourned at 9:18 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).