

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION MEETING
MONDAY, FEBRUARY 9, 2026**

The work session 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, Hilltown Township Manager Dr. Deanna Ferry, Township Solicitor Jack Wuerstle, Township Engineer Timothy Fulmer, Chief of Police Christopher Engelhart, and Public Works Director Budd Hutchinson.

1. ANNOUNCEMENTS:

- a. Executive Sessions: Chairman Torrice announced that an Executive Session took place on January 13, 2026, to discuss personnel, and another prior to the start of tonight's meeting to discuss legal and personnel matters.

2. CONSENT AGENDA:

- a. Minutes of the January 27, 2026 Board of Supervisors Meeting
b. Bills List:
 i. January 27, 2026
 ii. February 4, 2026
c. 2026 Fire Agreements
 i. Dublin 2026 Fire Agreement
 ii. Telford 2026 Fire Agreement
 iii. Silverdale 2026 Fire Agreement
 iv. Hilltown 2026 Fire Agreement
 v. Perseverance 2026 Fire Agreement

Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve items 'a' through 'c' as written. There was no public comment.

3. CONFIRMED APPOINTMENT:

- a. Christine Batycki, Board of Auditors Oath of Office: Honorable Regina Armitage swore in Christine Batycki as an elected member of the Board of Auditors.
- b. Community Event: Maria Gannon – Walk – A – Thon at Civic Park, March 8, 2026: After a brief synopsis of the event from event coordinator Maria Gannon, a motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve Community Walk-A-Thon Event at Civic Park.
- c. Community Event: Terry Derstine – Sweatshirt of Hope 26 Sports and Music Fest at 713 County Line Road, September 19 & 20, 2026: After a brief synopsis of the event from event coordinator Terry Derstine, a Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve Community Event Sweatshirt of Hope at 713 County Line Road.

Prior to Board Appointments, Dr. Deanna Ferry invited Kevin Costillo to the podium for agenda-related public comments. Mr. Costillo thanked the Public Works Department for their hard work and dedication during the recent snowstorms.

4. BOARD APPOINTMENTS:

- a. Planning Commission: One 4-year term: Applicants: Stephen Lis, Alexis Schell, L. Scott Payne, Kevin Foster: Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve Stephen Lis as an appointed member of the Planning Commission.
- b. UCC Board of Appeals: One 5-year term: Jeff Crozier (Seeking Appointment): Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve Jeff Crozier as an appointed member of the UCC Board of Appeals.

5. LEGAL:

- a. Zoning Hearing Board 2025-011 Moriah Investments, LLC – Requests Variance: Following a brief discussion regarding the upcoming Zoning Hearing for Moriah Investments, LLC, the Board determined that the Township Solicitor Jack Wuerstle did not need to attend the meeting. No motion was made, and there was no public comment.
- b. Zoning Hearing Board 2025-010 Brian A. Jackson-Prophete & Phyllis Jackson-O'Connor – Appeal from the Zoning Officer: Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve of Solicitor Jack Wuerstle's attendance for Zoning Hearing Board 2025-010 Brian A. Jackson-Prophete & Phyllis Jackson-O'Connor-Appeal From the Zoning Officer.

6. PLANNING:

- a. RCJ Meadowbrook, LLC Minor Subdivision: Mr. Fulmer gave a brief overview of the project and advised that the Township Planning Commission approved a motion to recommend preliminary/final approval to the subject minor subdivision plan, which proposes to subdivide a 4.88 acres parcel into two single family detached dwelling lots in the RR Zoning District. Mr. Fulmer noted that an approval recommendation was conditioned upon compliance with engineering review correspondence letter from Wynn Associates, INC dated December 22, 2025, as well as payment of their capital contribution fee. Mr. Drew Moyer from Mease Engineering was in attendance and agreed to comply with the correspondence dated December 22, 2025, with no additional comments.

Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve RCJ Meadowbrook, LLC Minor Subdivision preliminary and final approval, conditioned upon compliance with a letter from Wynn Associates, INC dated December 22, 2025, with a capital contribution of \$5,000.00.

- b. Rosenthal Tract Subdivision: Mr. Fulmer summarized the discussion and position of the Board following the meeting in December, when this project was last on the agenda. Mr. Fulmer noted that action on the plan was tabled to permit Mr. Rich Carroll, the applicant, to evaluate the possible provision of a second site access along Swartley Road to serve the retirement village use; or an alternate provision of an emergency access along Swartley Road. Mr. Fulmer added how PennDot and Mr. Carroll discussed potential alternatives such as signage or physical restrictions, to address the left-turning movement deficiencies at the off-site intersection of Swartley Road and Bethlehem Pike. Mr. Fulmer mentioned the Board discussed, but did not vote on, the waivers requested by Mr. Carroll as outlined in the letter from Wynn Associates, LLC dated December 2, 2025.

Mr. Rich Carroll presented to the Board the two new access options, per the Board's

request. Following the presentation, discussion ensued. Following discussion, there was no public comment.

Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve Rosenthal Tract Subdivision waiver's numbered 1, 2, 4, 5, 6, 7, 8, 9, waiver number 3 will require an emergency access onto Swartley Road, conditioned upon compliance with Wynn Associates, LLC letter from December 2, 2025, plus signage requirements at the intersection of Rt. 309 and Swartley Road; the Board will not differ payment of capitol contributions until the time of the building permits; the Board also will be provided with the cost difference between building an emergency exit and a full-fledged road; contingent upon final approval.

7. ENGINEERING:

- a. Regency at Hilltown Land Development Completion Status: Mr. Fulmer discussed the completion of work associated with public improvements and quasi-public improvements by Toll, and asked the Board to consider authorizing commencement of the 18-month maintenance period with conditions. With respect to the conditions, Mr. Fulmer recommended that 15% of the original cost of required improvements shall be retained by the Township to ensure the condition of required improvements until the conclusion of the 18-month maintenance period. Additionally, he noted that the developer will deposit \$150,000.00 with the Township to be utilized as financial security until it can verified that PennDot will install the roundabout at the intersection of Route 113/Minsi Trail or a traffic signal is approved and permitted by PennDot with full cost and installation responsibility. The final condition recommended by Mr. Fulmer is for the repairs to the sidewalk throughout the neighborhood be addressed early in the 18-month maintenance period. Prior to a vote, Scott Martin, Regency's HOA Board Member discussed how Mr. Fulmer and himself addressed his concerns and how those issues were resolved prior to the meeting.

Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve completion of the project authorizing the commencement of the 18 month maintenance period, with reduced financial security, conditioned upon 15% of the original cost of required improvements; additionally, the developer will deposit \$150,000.00 with the Township once verified PennDot plans to complete a roundabout or if a traffic signal is approved; further, revisiting concrete sidewalk replacement or repairs to be completed in the spring; and to work with Mr. Fulmer to make sure there is compliance.

- b. Hilltown Glen (781 Minsi Trail) Subdivision Maintenance Period Completion: Mr. Fulmer gave a brief overview of the project and advised that the 18-month maintenance period has commenced. Mr. Fulmer recommended that the Township accept the completion of the maintenance period and release remaining financial security to the developer, upon payment of all engineering/legal/Township Administrative costs incurred by the Township during the course of the project.

Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve Hilltown Glen (781 Minsi Trail) Subdivision Maintenance Period Completion conditioned upon payment for all Engineering/Legal/Township Administrative costs incurred during the maintenance period.

8. UNFINISHED BUSINESS:

- a. None

9. NEW BUSINESS:

- a. Motion to approve Resolution #2026-008A: Establishing Tax Rates for Calendar Year 2026: Dr. Ferry advised the Board that Resolution 2026-008 which was approved at the re-organization meeting needed to be amended in order to add the street light tax assessment for 2026. Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve Resolution #2026-008A Establishing Tax Rates for Calendar Year 2026.
- b. Motion to approve Resolution 2026-012, 2026 Street Light Assessment Rates: Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve Resolution 2026-012, 2026 Street Light Assessment Rates.
- c. Motion to approve Resolution 2026-013, Hilltown Township Traffic Signal Maintenance Agreement: Motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve Resolution 2026-013, Hilltown Township Traffic Signal Maintenance Agreement.
- d. Motion to approve Resolution 2026-014, Hilltown Township Berkheimer Appointments: Dr. Ferry advised that Resolution 2026-014, Hilltown Township Berkheimer Appointments was resolved at the Board of Supervisors meeting held on January 5, 2026, and could be disregarded. No action was taken by the Board.
- e. Motion to advertise for Ordinance 2026-001, Creating an Advisory Parks and Recreation Committee and Designating Committee Responsibilities: Chairman Torrice made a few remarks on the benefits of redesignating this Board from a Board to a Committee, and a motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve to advertise Ordinance 2026-001, Creating an Advisory Parks and Recreation Committee and Designating Committee Responsibilities.
- f. Motion to approve front yard setback for 604 Hickory Avenue, Habitat for Humanity: Habitat for Humanity's engineer, Mr. Chad Brenser from Charles Shoemaker, spoke about the project and need for the zoning relief with respect to the requested set back. Following his comments, a motion was made by Vice Chairman Groff, seconded by Chairman Torrice, and carried out unanimously to approve front yard setback for 604 Hickory Avenue, Habitat for Humanity.

10. POLICE CHIEF UPATE:

- a. Accreditation Update: Hilltown Township Chief of Police Christopher Engelhart shared that the police department passed the January Accreditation Assessment and he received a letter stating the police department will be recommended for Accreditation at the State Commission meeting on April 23, 2026.
- b. End of Year Report: Chief Engelhart advised the Board of personnel changes from 2025 to 2026 for a number of positions. He also reported on crime rate statistics from 2025's end of year report.

11. PUBLIC WORKS DIRECTOR UPDATE:

- a. Winter Maintenance Update: Mr. Hutchinson advised the board of the work the public works department completed during the storms thus far this winter. Mr. Hutchinson also briefly spoke about the salt shortage and ensured the public that the Township has enough

for the remainder of the season, with 600 tons currently in stock.

- b. 2026 Road Projects: Mr. Hutchinson listed the roads public works will be maintenance this season with single chip and a polymer fog seal: Fairhill Road from Rt. 152 to Fairhill Road Bridge, West Creamery from Telegraph Road to Callowhill Road, and Welcome House Road. Additionally, Mr. Hutchinson shared that the following roads will be maintained this season in-house by our Public Works Department: Rickert Road, Callowhill Road, Blooming Glen Road, and Telegraph Road, plus any additional damaged roads from this winter.
- c. 2026 Stormwater Projects: Mr. Hutchinson advised that stormwater projects planned this year are for East Creamery Road, Highland Park, and Broad Street.
- d. Community Service Events: Mr. Hutchinson spoke about working with the Parks and Recreation Board to plant trees around the township at their annual Travis Manion Foundation event scheduled for May 9th.

12. MANAGER UPDATE:

- a. Forest Road Park 2025Q4 Report: Dr. Ferry advised the 2025Q4 showed movement consistent with prior quarters along the crack, and noted the only major change for this report was the sinkhole which grew to 5ft in diameter. Dr. Ferry stated that the park will continued to be monitored throughout this year.
- b. 2026 Fire Company Study: Dr. Ferry stated the township was assigned a consultant and will proceed with the DCED backed Fire Study that was publicly announced last year.

13. SUPERVISOR'S COMMENTS: None

14. PUBLIC COMMENT: None

15. PRESS CONFERENCE: None

16. ADJOURMENT: Upon motion from Vice Chairman Groff, seconded by Chairman Torrice, and carried unanimously, the February 9, 2026 Hilltown Township Board of Supervisors meeting was adjourned at 8:13pm.

Respectfully submitted,



Deanna Ferry
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).