

**HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
MONDAY, MARCH 23, 2026**

The regular scheduled meeting of the Hilltown Township Board of Supervisors was called to order by Chairman Torrice at 7:02 PM and opened with the Pledge of Allegiance. Also present were Vice Charman James Groff, Supervisor Joseph Metzinger, 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 Session: Chairman Torrice announced that an Executive Session took place prior to the start of tonight's meeting to discuss personnel and legal matters.

2. CONSENT AGENDA:

- a. Minutes of February 9, 2026, Board of Supervisors Meeting
- b. Bills List:
- i. February 17, 2026
 - ii. February 24, 2026
 - iii. March 3, 2026
 - iv. March 10, 2026
 - v. March 17, 2026
 - vi. March 24, 2026

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

3. CONFIRMED APPOINTMENT: None

4. BOARD APPOINTMENTS:

a. Parks and Recreation Committee:

- i. One 4-year term: Applicants: Amy Iden, Carl Telly, Scott Payne, Kevin Foster, Ashley James: Motion was made by Mr. Groff, seconded by Mr. Metzinger, and carried out unanimously to approve Ashley James as an elected member of the Parks and Recreation Committee.
- ii. One 1-year term: Applicants: Amy Iden, Carl Telly, Scott Payne, Kevin Foster, Ashley James: Motion was made by Mr. Metzinger, seconded by Mr. Groff, and carried out unanimously to approve Scott Payne as an elected member of the Parks and Recreation Committee.

5. LEGAL: Solicitors Report

- a. Motion to approve advertising for Ordinance 2026-002, Data Centers: Township Solicitor Jack Wuerstle explained the steps for ordinance approval, the first step being draft distribution to the Planning Commission. Motion was made by Mr. Metzinger, seconded by Mr. Groff, and carried out unanimously to approve the distribution of Ordinance 2026-002, Data Centers to the Planning Commission.

- b. Zoning Hearing Board 2026-001, Andrew and Jennifer McColgan – Variance Request: Solicitor Wuerstle outlined the variance being requested, a variance to allow a flag lot under ten acres, after which the Board advised that Solicitor Wuerstle would not need to attend the hearing.
- c. Zoning Hearing Board 2026-002, J. Travis Martin – Variance Request: Solicitor Wuerstle outlined the variances being requested, variances to erect a detached accessory building with a fifteen-foot side yard set back and for an accessory residential agriculture use on a 1.19-acre lot. After a brief discussion, the Board determined that Solicitor Wuerstle would not need to attend the hearing.

6. PLANNING:

- a. Diamond Street Property Subdivision Sketch Plan: Township Engineer Timothy Fulmer advised that representatives from WB Homes were present to discuss the subdivision sketch plan for input. He noted that they will be attending the next Planning Commission meeting, as the previous meeting was canceled due to weather. Mr. Fulmer mentioned this project to consist of 3 contiguous properties at the southeast corner of Route 113 and Diamond Street, seeking to develop into residential single-family homes. Chris Canavan, president of WB Homes, stepped up to the podium to present. He stated that WB Homes is the equitable owners of the three parcels, working with the underlying owners on this application. They are proposing to rezone the property from the RR district to CR-1, allowing for more flexible and creative layout of open space, with 57 single-family homes on 11,000 square-foot lots, compared to 42-45 homes on 20,000 square-foot lots under the current zoning. Mr. Canavan advised with the proposed zoning change they would put a voluntary deed restriction to ensure the development in accordance with that level of density. Discussion ensued regarding the sketch plan and the numerous adjacent zones. Solicitor Wuerstle advised on the zoning map amendment steps. Mr. Canavan stated they are looking for feedback to then proceed with the petition.

7. ENGINEERING:

- a. 2026 Road Maintenance Projects – Authorization to Advertise for Bids: Township Engineer Fulmer advised that his office is working with the Department of Public Works to prepare bid documents and project specifications for installation of single application of Asphalt Seal Coat (approximately 24,092 square yards) on Welcome House Road and Frontier Road; and installation of Asphalt Seal Coat with Fog Seal (approximately 43,176 square yards) on a section of West Creamery Road and Fairhill Road. Motion was made from Mr. Metzinger, seconded by Mr. Groff, and carried unanimously for the authorization to advertise for bids.
- b. MS4 – Stormwater Management Update: Mr. Fulmer shared updates for MS4 Stormwater Management for Hilltown Township, sharing that the Township remains on task with achieving requirements for the program this year. Mr. Fulmer discussed a number of topics including act 167 being in the process of updating, the pollution reduction plan, last year's audit pass, amongst other topics. Mr. Fulmer further advised that the Wynn Associates will again file the annual MS4 Report with PADEP by the end of September 2026.

8. UNFINISHED BUSINESS: None9. NEW BUSINESS:

- a. Motion to approve update to EMS Call Boxes: Township Manager Ferry advised that this motion is based off of the relocation of BMS, one of the township's EMS providers. Dr. Ferry noted that the township received no notice of prior to the move being finalized in February and that the county reran callboxes with their new location along the Route 309 corridor. Motion was made by Mr. Groff, seconded by Mr. Metzinger, and carried out unanimously to approve the update to EMS Call Boxes.
- b. Motion to approve advanced payment for ChalBrit EMS from budgeted line item - \$38,500.00: Dr. Ferry explained that ChalBrit is requesting an advance on its already allocated budget to cover a June payment for a cardiac monitor. Dr. Ferry introduced Chief Cliff Mungavin, ChalBrit EMS Chief. Chief Mungavin addressed the Board regarding financial concerns, noting Station 159 is currently unable to sustain itself. Dr. Ferry reiterated this request represents an advancement on funds already designed for this purpose. Motion was made by Mr. Groff, seconded by Mr. Metzinger, and carried out unanimously to table the topic for the next meeting.
- c. Motion to approve contract increase for Phillips and Donovan for Carroll Engineering sub-contract: Dr. Ferry shared the need to increase for the sub-contractor to complete a boundary and topographical survey of both parcels to accurately calculate impervious and therefore proceed with the municipal building renovation design. Discussion ensued, and the Board ultimately requested a meeting with Chief Engelhart and Dr. Ferry to further discuss the renovation plans. Motion was made by Mr. Groff, seconded by Mr. Metzinger, and carried out unanimously to table until the following meeting.
- d. Motion to authorize Dr. Ferry to sign an NPDES permit for the 309 Connector Project, once plans are returned to support responses on the application, on behalf of the Township: Dr. Ferry clarified that the Township is not applying for the permit but simply providing municipal sign-off. signing off as municipality. She added that she is still awaiting a response and that the motion will take in effect once it is received. Motion was made by Mr. Metzinger, seconded by Mr. Groff, and carried out unanimously to approve.

10. POLICE CHIEF UPATE:

- a. January Report: Hilltown Township Chief of Police Christopher Engelhart reported there were 688 incidents, 16 criminal arrests, 43 criminal offenses were reported, 66 citations, 98 warnings, and handled 66 traffic crashes.
- b. February Report: Chief Engelhart reported 735 incidents, 27 criminal arrests, 47 criminal offenses, 121 citations, 151 warnings, and handled 55 crashes.
- c. Motion to approve Law Enforcement Accreditation Services Contract 2027-2029: Chief Engelhart requested approval of the motion to approve Law Enforcement Accreditation Services. Discussion ensued in regards to the accreditation purpose. Motion was made by Mr. Metzinger, seconded by Mr. Groff, and carried out unanimously to approve Law Enforcement Accreditation Services Contract 2027- 2029.

11. PUBLIC WORKS DIRECTOR UPDATE:

- a. Park Improvements: Public Works Director Budd Hutchinson shared that he met with the Parks and Recreation Committee regarding park needs, working alongside the Committee on improvements. Mr. Hutchinson discussed the upcoming wood-chipping at Longleaf and Blooming Glen playgrounds along with paving the walking path at Civic Park.
- b. Sign Improvements and Upgrades: Public Works Director Hutchinson spoke of how the Public Works Department, specifically Mike and Harrison, are reusing and resurfacing signage and posts, and therefore saving the Township money.
- c. 2006 GMC Dump Truck Replacement: Mr. Hutchinson emphasized the need to add a new dump truck to the main fleet, noting that the current vehicle would be reassigned as a backup and used for leaf cleanup. He outlined the timeline for acquisition, explain that paperwork must be signed within 30-60 days to secure delivery by approximately June 2027. Dr. Ferry addressed the Board, stating that the budget must be revised and the appropriate procedures followed before entering into a purchase agreement for the truck. Mr. Hutchinson responded that while payment can be deferred until 2027, the agreement must be executed now. Dr. Ferry reiterated the importance of following proper procedures, noting that the current budget does not accommodate a purchase of this magnitude. The Board requested Solicitor Wuerstle to review the purchase agreement prior to moving forward.

Mr. Torrice asked Mr. Hutchinson about the plan for spraying at the parks this year. Mr. Hutchinson responded that Dr. Ferry had requested that no spraying take place. Dr. Ferry explained that she opposed spraying this year due to limited public notification and the number of complaints received from residents last year. Solicitor Wuerstle suggested that, if spraying is approved, the parks be temporarily closed to help reduce potential community concerns. Following further discussion, the Board determined that spraying would proceed with the parks closed during application.

12. PARKS AND RECREATION UPDATE:

- a. Motion to approve Main Line Camera System at Civic Park: Chairman Torrice reminded the Board of the different camera options, AI cameras with speakers and less pricey options. Discussion ensued, ultimately Chairman Torrice stated he will relay to the Parks and Recreation committee to stay away from the more expensive cameras and consider options with a lower price point. No motions were made.

13. MANAGER UPDATE:

- a. Forest Road Park Meeting: Dr. Ferry stated she is still awaiting a meeting with DEP to discuss their evaluation, with no dates scheduled at this time. She also advised that monitoring will continue through the end of 2026. Additionally, Dr. Ferry noted that the Q1 2026 report should be available for the April meeting, at which time further updates will be provided.

14. SUPERVISOR'S COMMENTS: None

15. PUBLIC COMMENT:

Chuck Calezza, a Diamond Street resident, asked questions regarding the Diamond Street Sketch Plan and the availability of water and sewer capacity. Mr. Calezza expressed concern about whether the Hilltown Water and Sewer Authority would have any use for the property, as well as potential irrigation for the proposed open space. Mr. Groff noted that the property has limited water resources, as multiple hydrogeological studies have been conducted. Mr. Calezza had no further comment.

16. PRESS CONFERENCE: None
17. ADJOURNMENT: Upon motion from Supervisor Metzinger, seconded by Vice Chairman Groff, and carried unanimously, the March 23, 2026, Hilltown Township Board of Supervisors meeting was adjourned at 8:27 PM.

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).