HILLTOWN TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
MONDAY, AUGUST 24, 2026

The regular scheduled meeting of the Hilltown Township Board of Supervisors was called to order by Chairman Caleb Torrice at 7:01 PM and opened with the Pledge of Allegiance. Also present were Vice Chairman 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. PUBLIC COMMENT ON AGENDA ITEMS: None.

3. CONSENT AGENDA:

    a. Minutes of July 27, 2026, Board of Supervisors Meeting
    b. Bills List:
        i. August 4, 2026
        ii. August 11, 2026
        iii. August 18, 2026
        iv. August 25, 2026

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

4. CONFIRMED APPOINTMENT: None.

5. BOARD APPOINTMENTS: None.

6. LEGAL: Solicitors Report: None.

7. PLANNING:

    a. Vielhauer Minor Subdivision: Township Engineer Timothy Fulmer advised the Board that the Planning Commission recommended that the Board considers preliminary/ final approval of the property subject to compliance with the August 5, 2026. After a brief discussion, motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and passed unanimously to approve the preliminary and final approval of the property subject to complying with all items contained in the Wynn letter dated August 5, 2226 as well as the $5,000.00 capital contribution in lieu of street improvements.

8. ENGINEERING: None.

9. UNFINISHED BUSINESS: None.

10. NEW BUSINESS:

a. Phillips and Donovan Presentation of Municipal Building Renovation Options: Township Manager Dr. Ferry introduced representatives from Phillips Donovan, including Joe Phillips and Project Manager Jim Linkse, who presented three options for the municipal building renovations. Dr. Ferry noted the need for renovations, as health and safety upgrades have not been improved since the facility opened. Following discussion, the Board determined that Option Three best meets the Township's needs, with renovations to be completed in phases beginning with the police department area to distribute costs over several years. A motion was made by Vice Chairman Groff, seconded by Supervisor Metzinger, and unanimously carried.

b. ChalBrit EMS Presentation from Chief Clifford Mungavin: ChalBrit EMS Chief Clifford Mungavin provided an update regarding ChalBrit's current financial position and the status of the ongoing audit. Deputy Chief Justin Tuttle and Vice President Michael Heffrom were also in attendance and participated in the discussion. Following discussion, no formal motion was made, but Chief Mungavin agreed to provide and present on the documentation previously requested at the next meeting.

c. Update on Open Space Program Re-Authorization: Township Solicitor Jack Wuerstle reviewed the process for reinstating the Open Space Program and advised that placing the matter on the ballot by referendum would be the appropriate course of action. Following discussion, the Board determined that further consideration and discussion should take place prior to proceeding with a referendum on the matter.

d. Hot Rods for Homeless Vets Car Show Community Event Application: Dr. Ferry provided an overview of the event and advised that this is the second consecutive year it will be taking place. Following a brief discussion, a motion was made by Supervisor Metzinger, seconded by Vice Chairman Groff, and carried out unanimously to approve the Hot Rods for Homeless Vets Car Show Community Event to be held September 26, 2026.

e. Motion to approve H&K extended hours for the month of September: Dr. Ferry noted that H&K is requesting an extension of hours for the month of September. 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 September 1 and September 30, 2026, excluding holidays and private contractors.

f. Resolution 2026-21, Approval of the 2026 Bucks County Hazard Mitigation Plan: Dr. Ferry presented Resolution No. 2026-21 and explained that the resolution has been a work in progress over the past several months, which confirms the Township's adoption of the Bucks County Hazard Mitigation Plan as the Township's official plan. Following brief discussion, a motion was made by Vice Chairman Groff and seconded by

Supervisor Metzinger to approve Resolution 2026-21, Approval of the 2026 Bucks County Hazard Mitigation Plan.

g. LSA Assistance to Hilltown Township Volunteer Fire Company: Dr. Ferry provided a follow-up regarding the request presented at the July meeting. She reported that due to scheduling conflict the meeting had not yet occurred; however, a meeting has been scheduled for September. Dr. Ferry stated that she will provide an update following that meeting. She further noted that Deep Run Sports has requested that an LSA application be completed on their behalf.

h. Board of Supervisors 2027 Budget Discussion: Supervisor Metzinger emphasized the importance of careful budget planning, particularly in light of the ongoing discussions regarding EMS and fire service funding. He also discussed the potential addition of more formal emergency management resources though a new position in the Township.

i. Conditional Use Provisions: Solicitor Wuerstle discussed the Conditional Use Provisions and the increased development pressure within the municipality. He noted that the provisions should be reviewed and updated to address current development conditions and anticipated future needs. The Board agreed to consider for the future.

11. POLICE CHIEF UPDATE:

a. July Report: Chief of Police Christopher Engelhart reported there were 37 incidents, 6 criminal arrests, 7 criminal offenses, 2 citations, 2 warnings, and 3 traffic accidents within Silverdale Borough. Chief Engelhart reported there were 829 incidents with 61 criminal offenses and 29 arrests, 87 citations, 108 warnings, and 44 accidents, 27 of which were not reportable and 17 reportable with 2 accidents being DUI related within Hilltown Township. He noted there just under 120 hours of training, approximately 12,379 miles traveled and 100 hours overtime with 67 hours reimbursed.

b. Update on Mill Road Speed Study: Chief Engelhart presented the current findings regarding Mill Road, noting that five traffic accidents have occurred in the area over the past three years. He stated that he will provide the related memorandum to Dr. Ferry for review.

Chief Engelhart presented the June bus patrol report, noting that 10 violations were reviewed and all 10 were approved. At the start of the school year, he reported that patrols will be conducted in areas with higher rates of violations to ensure that offending drivers are identified and issued citations right away. Chief Engelhart also expressed his appreciation to the Board for its consideration regarding the municipal building renovations.

12. PUBLIC WORKS DIRECTOR UPDATE:

a. Salt Order Update: Public Works Director Bud Hutchinson reported that bids for road salt have been received and noted a $10 per ton increase in pricing.

b. Leaf Collection Update: Mr. Hutchinson reported that leaf collection will begin on November 4, 2026. He explained that establishing a specific collection schedule is challenging due to weather and the high level of service provided, with collection operations occurring five days per week.

c. Sunny Day Event Participation: Mr. Hutchinson announced an upcoming voluntary community event scheduled for October 17, 2026, hosted by the Pennsylvania State Police and the Dublin Fire Company. The department will participate in the Touch-a-Truck event, providing vehicles and their time.

Mr. Hutchinson shared that the department was able to raise money to support two kids in need at Grasse Elementary, providing school supplies and gift cards materials for the start of school.

13. PARKS AND RECREATION UPDATE:

a. Chaiman Torrice reported that, although no meeting was held, the first Movie in the Park event was successfully conducted. He expressed his satisfaction with the event and was pleased with the overall outcome.

14. MANAGER UPDATE:

a. Update on Minsi and Rt 113: Dr. Ferry reported that PennDOT provided an update to the traffic engineer indicating that the review of the proposed temporary traffic signal will proceed expeditiously in an effort to minimize the installation timeframe and allow for optimal use prior to the anticipated roundabout planning at the beginning of the year. She further reported that a vendor has been secured for the installation and that the project is awaiting approval from PennDOT to proceed.

b. Upcoming Blood Drive: Dr. Ferry announced that the Township's next community event, a Blood Drive, will be held on August 27, 2026, from 10:00 a.m. to 3:00 p.m. in the meeting room. The event is being sponsored by the American Red Cross.

15. SUPERVISOR'S COMMENTS: Vice Chairman Groff discussed agenda items and the timeframe for submitting additions. Dr. Ferry noted that, historically, all agenda item requests are received by Wednesday for distribution of the agenda and packet by Friday, but confirmed a draft agenda could be circulated on Thursday if requested. The Board confirmed that agenda items would be sent by Wednesday, requested agenda drafts by Thursday, and accepted that the packets would be provided by Friday's before the meeting.

16. PUBLIC COMMENT: Resident Chuck Kulesza, inquired whether phasing the municipal building construction would have an impact on availability or eligibility for grant funding. Dr. Ferry explained that grant opportunities may vary depending on the scope and timing of the renovations. She noted that having approximately 75% of the renovation cost covered through grant funding would be ideal. Mr. Kulesza also shared his thoughts regarding other agenda items, including Conditional Use provisions and Open Space.

The Fire Chief of the Souderton Perseverance Volunteer Fire Company provided details regarding the upcoming anniversary celebration, as well as an additional community event scheduled for the upcoming weekend.

17. PRESS CONFERENCE: None.

18. ADJOURMENT: Upon motion from Vice Chairman Groff, seconded by Supervisor Metzinger, and carried unanimously, the August 24, 2026, Hilltown Township Board of Supervisors meeting was adjourned at 9:01 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).