



SKIPPACK TOWNSHIP **BOARD OF SUPERVISORS**

Meeting Minutes
April 10, 2024 – 7:00pm

BOARD OF SUPERVISORS

Paul Fox, Chairman Present
Nick Fountain, Vice Chair Present
Marian Ellis Present
Karen Lynch Present
Barbara McGinnis Present

TOWNSHIP STAFF

Alice Eastmure, Manager Present
Joseph Kuhls, Esq. Present
Tim Woodrow, PE Present
Matt Wanamaker, AICP, PP Present
(*Jamie Magaziner attended on behalf*)

7:00pm – Chairman Paul Fox called the meeting to order and led the Pledge of Allegiance.

REGULAR MEETING:

I. ANNOUNCEMENT OF EXECUTIVE SESSION

Mr. Fox announced that the Board discussed personnel and potential land acquisition at an Executive Session prior to the meeting.

II. PRESENTATIONS

- A. **Skippack Elementary School Fifth Grade Flag Contest** – Mr. Fountain shared that the flags designed by the fifth-grade students at Skippack Elementary School received a positive response and many votes on Facebook. The winning design was made into a flag that will be flown at the Township Building, Skippack Township parks, and Skippack Elementary School. Mr. Andrew Mungin’s fifth-grade class, who created the winning design, was present to accept the flag, along with Mrs. Leslie Nassoiy, Skippack Elementary School principal.
- B. **2023 Multimodal Transportation Grant Award for Cross Road and Spencer Drive pedestrian crosswalk** – Representative Matt Bradford and Sean Drakeley on behalf of Senator Tracy Pennycuick presented the Board with a check in the amount of \$182,190 that Skippack Township was awarded from the 2023 Multimodal Transportation Grant. The funds will be used to make pedestrian safety improvements at Cross Road and Spencer Drive. Mr. Fox thanked Representative Bradford and Senator Pennycuick for their support in the endeavor.
- C. **Montgomery County Regional Planning and Central Perkiomen Valley Regional Planning Overview** – Mr. Eric Jarrell, Community Planning Manager for Montgomery County Planning Commission, shared a presentation about Central Perkiomen Valley Regional Planning, an intergovernmental approach to planning and zoning. He provided information about the background and said that the idea is to guide development in the region, not to micromanage it. Mr. Jarrell also shared that the CPVRP is just beginning their comprehensive plan update process and that a benefit is that the municipalities can work together to achieve goals with the state.

III. PUBLIC COMMENT

Aileen Johnson, Branch Manager at Perkiomen Valley Library, thanked the Board for their support and financial contribution last year. She shared that resident use and circulation is good, although there is building maintenance that is required. Ms. Johnson shared information on upcoming programs, including the return of Stories in the Park, which will be held in Palmer Park this summer.

Clint Buckwalter expressed concerns about mail intended for Lower Perkiomen Valley Little League mistakenly being delivered to his home and suggested they have an address clearly posted. He also suggested a dog park and speed signs on Collegeville Road.

IV. APPROVAL OF MINUTES

A. Motion made by Ms. Lynch, seconded by Mr. Fountain, to approve the March 13, 2024, Board of Supervisors minutes. All in favor, motion carried.

V. ADMINISTRATIVE ACTIONS

A. Motion made by Ms. McGinnis, seconded by Mr. Fountain, to accept the Treasurer’s Report as of March 31, 2024. All in favor, motion carried.

B. Approval of Bills Paid March 14 – April 9, 2024

General Fund	\$ 97,760.69
Sewer Fund	\$ 2,353.70
Open Space Fund	\$ 307.89
Park & Rec Fund	\$ 95.40

Motion made by Mr. Fountain, seconded by Ms. McGinnis, to approve the bills paid March 14 – April 9, 2024. All in favor, motion carried.

C. Bills to be Approved for Payment on April 10, 2024

General Fund	\$ 131,596.50
Sewer Fund	\$ 161,414.75
Open Space Fund	\$ 22,705.99

Motion made by Mr. Fox, seconded by Mr. Fountain, to approve the bills to be paid on April 10, 2024. All in favor, motion carried.

VI. PROFESSIONAL STAFF REPORTS

A. Township Engineer

1. 2024 Road Improvement Project – Mr. Woodrow said that there were six qualified bids for the 2024 Road Improvement project, which has eleven roads on the list. The low bid, which came in below the estimated cost, was from Innovative Construction Services, Inc.

Motion made by Ms. Lynch, seconded by Ms. Ellis, to award the bid for the 2024 Road Improvement project to Innovative Construction Services, Inc. All in favor, motion carried.

2. Palmer Park parking lot repaving and ADA-compliant parking lot improvements – Mr. Woodrow said that there were five bids, which were all competitive, to complete the Palmer Park parking lot repaving and ADA-compliant parking lot with trail extension to connect to the pavilion. The lowest bid was from Highway Materials, Inc.

Motion made by Ms. Ellis, seconded by Mr. Fountain, to award the bid for the Palmer Park parking lot repaving project to Highway Materials, Inc. All in favor, motion carried.

3. Mr. Woodrow shared that the Township’s traffic consultant, Traffic Planning and Design, Inc. (TPD) has identified areas for potential traffic improvements, notably the intersection of Route 113 and Route 73. He shared that a design had been formed for that intersection years back and it may be a good time to reinvigorate it and seek grants from PennDOT and the state to assist with the funding for the project. Mr. Woodrow also suggested that TPD could provide other areas for potential improvement. Ms. Lynch asked if there was a list of traffic spots identified as issues. Mr. Woodrow responded that a previous traffic study had looked at several intersections in the Township that could be of potential concern and suggested that TPD present those potential issues at a future meeting. Ms. Lynch also noted that the comprehensive plan update would most likely address or identify some of these areas, including roadway efficiency, pedestrian walkways, and bike areas, and would be a big element of the plan. Ms. Ellis expressed her concern about the intersection of Cressman Road and Route 73 as a blind spot. Mr. Fox expressed that he did not want to slow down potential progress on the intersection of Route 113 and Route 73, as he feels it is a big issue and should be a priority.

Motion made by Mr. Fountain, seconded by Ms. McGinnis, to authorize Traffic Planning Design, Inc. to pursue permitting required to improve the intersection of Route 113 (Bridge Road) and Route 73 (Skippack Pike). All in favor, motion carried.

B. Township Solicitor

1. Public Hearing to consider and potential motion to enact Ordinance No. 363 amending the Code of the Township of Skippack, Chapter 49, Recreation Board; §49-3 to modify the required number of Recreation Board members from seven to five – Mr. Kuhls opened a public hearing on Ordinance 363.

Motion made by Mr. Fountain, seconded by Ms. McGinnis, to enact Ordinance No. 363 amending the Code of the Township of Skippack, Chapter 49, Recreation Board; §49-3 to modify the required number of Recreation Board members from seven to five. All in favor, motion carried.

C. Township Planner

1. Comprehensive Plan Outline and Schedule

Ms. Jamie Magaziner from Pennoni, attending on behalf of Mr. Wanamaker, shared the projected timeline for the comprehensive plan process, including their strategy for public outreach and data collection studies.

D. Manager

1. Ms. Eastmure shared that Blue Comet Motorcycle Club had revised their 2024 Schedule of Events and a letter had been sent to neighboring residents.

2. Motion made by Mr. Fountain, seconded by Ms. McGinnis, approving Resolution 2024-17 appointing Finance Director Tracy Nonamaker as authorized representative to make requests upon and receive all tax information and records from Berkheimer, relative to the collection of taxes for Skippack Township. All in favor, motion carried.

3. Motion made by Ms. Lynch, seconded by Ms. McGinnis, to approve a Special Event Permit application from MDI Management for 4th of July Parade on July 4 at 11am beginning at Skippack Fire Company on Route 113 to Route 73 through Skippack Village to end at Forty Foot Road. All in favor, motion carried.

4. Motion made by Ms. Ellis, seconded by Ms. McGinnis, to approve Special Event Permit application from MDI Management for Annual Skippack Fireworks Display at Palmer Park on July 4 at dusk. All in favor, motion carried.

VII. PUBLIC SAFETY REPORTS

A. Skippack EMS Monthly Report

Barry Evans, Skippack EMS president, shared the calls that SEMS responded to in March 2024. He also shared that Senator Pennycuick is working on contract negotiations with the state for SCI Phoenix prison. Mr. Fountain asked if there was an update on conversations with Worcester Township. Mr. Evans said that they had a meeting with them, and they understand the problem.

B. Skippack Fire Company Bi-Monthly Report

Haydn Marriott, Skippack Fire Company Chief, shared their calls from the first quarter of 2024, which totaled 809 personnel hours with training. He also discussed financial needs and equipment needs, including a compressor, waterproof radios, and AED's. Chief Marriott also stated that the fire company had been able to use the building on the old Perkiomen Airport property for training prior to demolition for development, as well as the building on the Township-owned Creek Road property, which was very beneficial. Mr. Fountain proposed that the Township use ARPA funds to purchase the equipment needed.

Motion made by Mr. Fountain, seconded by Ms. McGinnis, to purchase equipment for Skippack Fire Company using ARPA funds. All in favor, motion carried. (Having not appeared on the agenda as a potential action item, this matter is to be re-considered at the May 8, 2024, Public Meeting of the Board).

VIII. OLD BUSINESS

There was no old business.

IX. NEW BUSINESS

- A. 2019 Bond Analysis – Ms. Nonamaker shared information about a 2019 General Obligation Bond that was intended to be used for sewer improvements on the prison line. Due to the pandemic and construction delays, the project had not yet begun. The recommendation from the Township’s bond consultants, PFM, was stop the bond and arbitrage and either do another bond or loan instead when the project was ready. Ms. Lynch asked how paying off the bond would affect the budget and why now was the time for defeasance. Ms. Nonamaker stated it was because arbitrage is due five years to the day of the bond’s issuance.

Motion made by Ms. McGinnis, seconded by Mr. Fountain, for the defeasance of the 2019 General Obligation Bond. All in favor, motion carried.

X. COMMENTS FROM THE BOARD

Ms. Lynch shared an update on the new youth development center at SCI Phoenix. It is expected to open in July 2024 and house 12-15 students from ages 14-21 years old.

Ms. Ellis said she was looking forward to her role as Board liaison to Skippack EMS. She shared that she is on the safety committee at Meadow Glen and felt that the other 55-and over communities could benefit from safety presentations from Skippack EMS, Trooper Butler from the state police and the Township’s Emergency Management Coordinator.

XI. ADJOURNMENT – The meeting was adjourned at 8:59pm.