



**SKIPPACK TOWNSHIP**  
**BOARD OF SUPERVISORS**

Meeting Minutes  
August 14, 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 \*

*\* Jaime Magaziner attended on behalf of Pennoni, Inc.*

**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 staffing and potential litigation at an Executive Session prior to the meeting.

**II. PRESENTATIONS**

A. Brett Coleman, Traffic Planning Design, Inc. presented information on the structural concerns with the Perkiomen Creek Road Bridge and options for improvements to the bridge, including its complete replacement. Mr. Fox asked if there were any grant opportunities to help offset some of the repair expenses. Ms. Eastmure replied that the Multi-Modal Transportation fund grant may be an option. Concerns such as the longevity of temporary repairs and the length of time for construction on a full replacement were also discussed, as was the ability of emergency vehicles and school buses to navigate the bridge.

**III. PUBLIC COMMENT**

Clint Buckwalter expressed his appreciation for the recent improvements to the Palmer Park parking lot and for the 4<sup>th</sup> of July event at the park. He also commented on the construction underway on new homes at the corner of Creamery and Bridge Roads.

Mary Beth Smith expressed concerns regarding land use and potential involvement in regional planning with the county. She also expressed concerns with the Youth Development Center at SCI Phoenix.

**IV. APPROVAL OF MINUTES**

A. Motion made by Mr. Fountain, seconded by Ms. McGinnis, to approve the July 10, 2024, Board of Supervisors minutes. All in favor, motion carried.

**V. ADMINISTRATIVE ACTIONS**

**A. Treasurer’s Report as of July 31, 2024**

Ms. Nonamaker notified the Board that the Township received a rebate from PECO in the amount of \$16,000 for streetlight upgrades to LED bulbs. She also updated the supervisors on the 2025 budget process and review. Ms. Nonamaker noted that the Township was also opening new money market accounts to maximize interest earnings on savings for the Township.

1. Lower Providence Township Sewer Authority Rate Increase – Ms. Nonamaker made the Board aware that the Lower Providence Township Sewer Authority would be raising their rates in October 2024. She proposed extending that rate increase to the Lower Providence customers in Skippack Township. The Board will review the rate increase during the budget process.
2. Consideration and potential approval of Resolution 2024-23 Appointing Delegates to the Montgomery County Tax Collection Committee – Motion made by Karen Lynch, seconded by Ms. McGinnis, to appoint Ms. Nonamaker and Ms. Lynch as delegates to the Montgomery County Tax Collection Committee. All in favor, motion carried.
3. American Rescue Plan Act (ARPA) Funds Overview – Ms. Nonamaker noted that there would be about \$107,000 remaining in ARPA funds after equipment purchases for Skippack Fire Company and Skippack EMS were made. The funds need to be committed by the end of the year, so the Board would have to decide how they would be spent.
4. Consideration and potential approval of the Non-Uniformed Employees’ Pension Plan Minimum Municipal Obligation (MMO) in the amount of \$52,800 – Motion made by Ms. Lynch, seconded by Ms. Ellis, to approve the Non-Uniformed Employees’ Pension Plan MMO in the amount of \$52,800. All in favor, motion carried.

Motion made by Mr. Fountain, seconded by Ms. McGinnis, to approve the treasurer’s report. All in favor, motion carried.

**B. Approval of Bills Paid July 11 – August 13, 2024**

General Fund	\$ 50,984.64
Open Space Fund	\$ 4,592.35
Sewer Fund	\$ 44,060.17

Motion made by Ms. McGinnis, seconded by Mr. Fountain, to approve the bills paid July 11 – August 13, 2024. All in favor, motion carried.

**C. Bills to be Approved for Payment on August 14, 2024**

General Fund	\$ 143,247.48
Open Space Fund	\$ 43,405.41
Sewer Fund	\$ 128,730.23

Motion made by Ms. McGinnis, seconded by Mr. Fountain, to approve the bills to be paid on August 14, 2024. All in favor, motion carried.

## **VI. PROFESSIONAL STAFF REPORTS**

### **A. Township Engineer**

1. Road Improvement Project Update – Mr. Woodrow shared that the initial Road Improvement project was complete, and feedback was positive. There was some concern regarding the paving on Township Line Road near Forty Foot Road, which the contractor would be addressing.
2. Palmer Parking Lot Update – Mr. Woodrow said that the parking lot project had turned out nicely, and everyone was cooperative during the work.
3. Skippack Trail Improvement Update – Mr. Woodrow noted that construction was underway on areas of the trails that were identified as needing repairs due to deterioration.
4. Cholet Pond Updates
  1. MS4 Streambank Stabilization project – Mr. Woodrow is working with the Center for Watershed Protection for improvements to the streambanks below Cholet Pond. The project will most likely take place next summer, although permitting can take some time.
  2. Pond improvements – Ms. Eastmure touched on the improvements to the Cholet Pond in her Manger’s Report and noted that a fountain is being installed in the pond, as well as benches. They would like to encourage residents to enjoy the Cholet Pond area and trail, as it is one of the underutilized areas of open space.
5. Lenape Park/Creek Road Tree Removal Bid Update – Public notice of bids has been posted for removal of the hazardous dead ash trees. The bids will be awarded in September. Reforestation will be explored after tree removal.
6. Ongoing Land Development Updates
  1. Charterfield Landing (formerly Mill Run/Perkiomen Airport) – Mr. Woodrow shared that a lot of progress has been made with underground utilities, the sanitary sewer is nearly complete, and water is moving along. They are moving at a good pace and will be looking for building permits for their model homes soon, which will be on the lots coming from the entrance off Mill Road. Road paving is expected to happen in late fall, and public improvements, such as walking trails, road improvements and the pocket park, are projected to take place next spring.
  2. Palmer’s Corner (1052 Bridge Road) – Mr. Woodrow said that a parking area has been installed for staging and equipment. Conversations were had preconstruction regarding the driveway location, sight distance and safety.

### **B. Township Solicitor – no report.**

### **C. Township Planner**

1. Comprehensive Plan Update – Ms. Magaziner shared that stakeholder meetings were underway, with parks and recreation and school focus groups meeting virtually this week. The other groups are scheduled for the coming weeks. Ms. Magaziner also noted that she will be attending Community Day

on September 15 to provide handouts, answer questions from the community and have a QR code for the survey, as well as paper copies.

**D. Township Manager**

1. Consideration and potential authorization for Traffic Planning Design, Inc. to prepare design and construction documents for Perkiomen Creek Road Bridge – Mr. Fox requested that while the designs for a long-term replacement project were being prepared, signs would be put up as soon as possible to limit traffic and weight load on the bridge for safety in the immediate future. The Board agreed with this suggestion.  
Motion made by Ms. McGinnis, seconded by Mr. Fountain, to authorize Traffic Planning Design, Inc. to prepare design and construction documents for the full replacement of the Perkiomen Creek Road Bridge. All in favor, motion carried.
2. Announcement of 2024 PA DCED Multimodal Transportation Grant application submission seeking \$2.9 million in funds for traffic improvements at the intersection of Bridge Road (Route 113) and Skippack Pike (Route 73) – Ms. Eastmure shared that the application for the multimodal grant had been submitted. She expects that it will be awarded around April of next year, as that was the case this year.
3. Consideration and potential approval to use ARPA funds for Skippack Fire Company tire purchase in the amount of \$10,649.24 – Motion made by Ms. Lynch, seconded by Ms. McGinnis, to approve the use of ARPA funds in the amount of \$10,649.24 to purchase tires for Skippack Fire Company. All in favor, motion carried.
4. Consideration and potential approval to use ARPA funds for Township Building parking lot sealcoating and line painting in the amount of \$11,880.00 – Motion made by Mr. Fountain, seconded by Ms. McGinnis, to approve the use of ARPA funds in the amount of \$11,880.00 for the sealcoating and line painting of the Township Building parking lot. All in favor, motion carried.
5. Perkiomen Valley Soccer Club Storage Shed with AED machine at Palmer Park – Ms. Eastmure shared that the Perkiomen Valley Soccer Club had requested permission to put a storage shed at Palmer Park for their equipment, as well as an AED machine in case of emergencies. The request was reviewed and approved by the Recreation Board. The soccer league will be responsible for all costs associated with the shed. Mr. Fox asked that the Township be able to review the aesthetics so that they are consistent with the other pavilions in the park prior to the league ordering. They will also coordinate with EMS to be sure that the AED machine is compatible with theirs.
6. Letter from Secretary of the Pennsylvania Department of Corrections, Dr. Laurel Harry, regarding use of SCI Phoenix land for public housing – Ms. Eastmure shared that the Township received a letter from Dr. Laurel Harry, Secretary of the PA Department of Corrections, as a follow up to the Board of Supervisors' recent visit to SCI Phoenix, along

with Representative Matt Bradford. During that meeting, concerns were raised about the use of SCI Phoenix land to house homeless individuals or immigrant populations. In the letter, Dr. Harry confirmed that the administration has no intention of using the land at SCI Phoenix for any kind of public housing. Mr. Fountain suggested that the letter be shared in the next print newsletter, so the community is aware of it.

7. Announcement of upcoming Skippack Township Community Events – Ms. Eastmure shared that the following upcoming special events:
  1. Movie Night (Space Jam: A New Legacy) with Foul Shooting Contest at Palmer Park on Friday, August 23, 6:30pm
  2. Skippack Township Community Day at 4H Center on Sunday, September 15, 12pm-4pm – this will be the first-ever Skippack Township Community Day, with live music, food trucks, vendors, inflatable attractions, and fun for all ages.

## **VII. PUBLIC SAFETY REPORTS**

- A. Skippack EMS Monthly Report** – Skippack EMS President Barry Evans shared that there were 238 calls in the month of July. Mr. Evans expressed his appreciation for their medical command doctor who donates his time, and for another doctor who lives in the area that came to SEMS this month and will be the assistant medical director. Mr. Evans also commented on recent calls to SCI Phoenix and heightened safety concerns from their crew due to recent events.
- B. Skippack Fire Company** – Chief Haydn Marriott shared that there were 39 calls from June 1 to July 31, with 28 of those calls in Skippack. There were seven different trainings during that time, for a total of 430 hours. Chief Marriott also shared that Skippack Fire Company is celebrating their 125<sup>th</sup> Anniversary this year and noted that their Touch a Truck event at Skippack Elementary is on September 21, and their Open House at the Fire Company is on October 10.

## **VIII. OLD BUSINESS**

There was no old business.

## **IX. NEW BUSINESS**

There was no new business at this time.

## **X. COMMENTS FROM THE BOARD**

Ms. Ellis shared that some of the issues discussed at the last EMS Board meeting were safety talks at the 55-and-over communities, information on the EMS tax rebate, and whether the deadline to enter tax rebate information could be extended beyond February 2025. Ms. Ellis stated that she had a meeting with Montgomery County Commissioner Jamila Winder as a follow-up to the EMS meeting and she was referred to the next External Affairs team for answers. It was mentioned that the External Affairs team had met with the Township previously and discussed some EMS concerns. Ms. Ellis requested minutes from the meeting and that she be invited to any future meetings that involve discussions on EMS. Ms. Eastmure responded that it was an introductory meeting for the

Township staff to meet the new External Affairs team, and, while EMS was mentioned in conversation, it was not a meeting about that specifically.

**XI. ADJOURNMENT** – The meeting was adjourned at 8:42pm.