



SKIPPACK TOWNSHIP **BOARD OF SUPERVISORS**

Meeting Minutes
September 11, 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

7:00pm – Chairman Paul Fox called the meeting to order and led the Pledge of Allegiance, followed by a moment of silence in recognition of the lives lost on September 11, 2001.

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. The Board of Supervisors honored Mr. David B. Jones with a plaque naming him ‘Outstanding Citizen’ in recognition of his dedication to honoring our County and Veterans with a Community Display of Flags. Mr. Jones carefully lines the sidewalk of Church Road Park with 300 American flags each year in celebration of our national holidays, such as Memorial Day, Independence Day and Veteran’s Day.
- B. Pulte Homes Sketch Plan – Representatives from Pulte Homes presented a concept plan for five parcels. The public made comments and asked questions, which were responded to by the representatives present.

III. PUBLIC SAFETY REPORT

- A. Skippack EMS Monthly Report – Skippack EMS President Barry Evans provided a report on calls responded to in August and gave an update on staff procedures when responding to calls at SCI Phoenix.

IV. PUBLIC COMMENT

Clint Buckwalter expressed concerns with a radio report relocating individuals from Pottstown to the SCI Phoenix property. Mr. Buckwalter also shared comments on the trail improvement project and land development at Bridge Road and Creamery Road.

A resident of the Colony at Skippack inquired about land development at Bridge Road and Creamery Road.

A resident inquired about the next steps following the Pulte Homes presentation and how the public would be made aware of any applications made.

Peter Costanzo shared information on the process for land development applications.

John Becker asked the property owner of the parcels of which Pulte Homes presented.

Deb McCabe commented on the comprehensive plan update. Ms. McCabe expressed appreciation for the meetings being recorded. She also expressed concerns with campaign signs.

A resident inquired about the former TD Bank property.

V. APPROVAL OF MINUTES

A. Motion made by Ms. Lynch, seconded by Ms. Ellis, to approve the August 14, 2024, Board of Supervisors minutes. All in favor, motion carried.

VI. ADMINISTRATIVE ACTIONS

A. Treasurer's Report as of August 31, 2024 – Ms. Nonamaker noted that staff is preparing for the 2025 budget.

1. Motion made by Mr. Fountain, seconded by Ms. McGinnis, to set the 2025 Budget Work Session date and time as Wednesday, October 16, 2024, beginning at 6:30pm. All in favor, motion carried.

B. Approval of Bills Paid August 15 – September 10, 2024

General Fund	\$ 15,548.72
Open Space Fund	\$ 3,195.71
Sewer Fund	\$ 2,313.78

Motion made by Ms. McGinnis, seconded by Mr. Fountain, to approve the bills paid August 15 – September 10, 2024. All in favor, motion carried.

C. Bills to be Approved for Payment on September 11, 2024

General Fund	\$ 86,413.61
Open Space Fund	\$ 152,145.18
Sewer Fund	\$ 4,010.74

Motion made by Ms. McGinnis, seconded by Mr. Fountain, to approve the bills for payment on September 11, 2024. All in favor, motion carried.

VII. PROFESSIONAL STAFF REPORTS

A. Township Engineer

1. Consideration to award bid for tree removal at Lenape Park, Creek Road and Edmonson Open Space to low bidder – Motion made by Ms. McGinnis, seconded by Mr. Fountain, to award the tree removal bid to Sky High Tree Service, conditional upon references. All in favor, motion carried.

2. Skippack Trail Improvement Update – Mr. Woodrow shared that the work on the trails was complete, except for some punch list items, which were scheduled for completion in the coming week.
3. Consideration of authorization to prepare bid documents and specifications for Township Building roof replacement project – Motion made by Mr. Fountain, seconded by Ms. Lynch, to authorize Woodrow & Associates to prepare bid documents and specifications for the Township Building roof replacement project. All in favor, motion carried.

B. Township Solicitor

1. Consideration upon Resolution 2024-24 accepting dedication of a portion of the right-of-way of Mill Road; repealing all inconsistent resolutions or parts thereof; providing a severability clause; and providing an effective date – Motion made by Ms. McGinnis, seconded by Mr. Fountain, to approve Resolution 2024-24. All in favor, motion carried.
2. Consideration upon Resolution 2024-25 granting conditional preliminary/final land development approval to Blue Tree Landscaping at 4494 Skippack Pike – Motion made by Ms. McGinnis, seconded by Ms. Lynch, to approve Resolution 2024-25. All in favor, motion carried.

C. Township Planner

1. Comprehensive Plan Update – Mr. Wanamaker gave an update on stakeholder group meetings and shared that they would have a table at the Skippack Township Community Day on September 15.

D. Township Manager

1. Consideration to appoint Tracy Nonamaker as Treasurer – Motion made by Ms. McGinnis, seconded by Mr. Fountain, to appoint Tracy Nonamaker as Treasurer. All in favor, motion carried.
2. Consideration upon Special Event Permit Application for Winetober Fest, located at 4038 Skippack Pike on October 12, 2024, from 12-5pm. Wine and food vendors, live music, and shopping – Motion made by Ms. McGinnis, seconded by Mr. Fountain, to approve a Special Event permit for Winetober Fest. All in favor, motion carried.
3. Consideration upon Special Event Permit Application for Well Crafted Beer Garden, located at 4049 Skippack Pike, Thursdays and Fridays, 4-9pm, Saturday, 12-9pm, Sundays 12-6pm from September 12 to December 29, 2024. Outdoor beer garden with non-permanent tent – Motion made by Mr. Fountain, seconded by Ms. McGinnis, to approve a Special Event permit for Well Crafted Beer Garden. All in favor, motion carried.
4. Consideration upon Special Event Permit Application for Cars & Cigars, MDI Management, Skippack Events on September 15, 2024, from 3-7pm. Car show at Parc Bistro parking lot, 4067 Skippack Pike – Motion made by Ms. Lynch, seconded by Ms. McGinnis, to approve a Special Event permit for Cars & Cigars. All in favor, motion carried.

5. Consideration upon Special Event Permit Application for Skippack Car Show, MDI Management, on October 19, 2024, from 10am-4pm, located at Hotel Fiesole. Annual Car show in Historic Skippack Village – Motion made by Ms. McGinnis, seconded by Mr. Fountain, to approve a Special Event permit for Skippack Car Show. All in favor, motion carried.
6. Consideration upon Special Event Permit Application for Christmas Tree Lighting, MDI Management, Skippack Events on November 29, 2024, from 6-8:30pm, located at 4007 Skippack Pike. Lighting of the annual Christmas Tree, Carolers, Kids Dance Studio, and Santa – Motion made by Ms. McGinnis, seconded by Mr. Fountain, to approve a Special Event permit for Christmas Tree Lighting. All in favor, motion carried.
7. Consideration upon Parade and Procession Permit Application for Trinity Christian UCC Halloween Parade on October 19, 2024. Beginning at 10am at Trinity Christina UCC parking lot located at 2009 Church Road. Attendees cross Church Road at the corner of Church Road and Skippack Pike and travel southeast on the sidewalk along Skippack Pike to Floral & Hardy located at 4007 Skippack Pike – Motion made by Ms. Lynch, seconded by Ms. Ellis, to approve a Parade and Procession Permit for UCC Halloween Parade. All in favor, motion carried.
8. Ms. Eastmure announced that the Township would be holding their first Community Day on Sunday, September 15 from 12-4pm at the Farm, Home & Youth Complex, 1015 Bridge Road. The event will feature food trucks, live music, games, vendors and free fun for the whole community.

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. Lynch shared that she is working with the Recreation and Park Advisory Board to compile a list of wants and needs for the review of the 2025 Budget. She also shared that she attended a meeting involving the America250 initiative to celebrate the country's semi-quincentennial in 2026.

Mr. Fox shared that the Board is examining ways to aid first responders financially in the upcoming year.

XI. ADJOURNMENT – The meeting was adjourned at 8:47pm.