



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

Meeting Minutes  
March 12, 2025 – 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  
Jamie Magaziner, Planner Present

7:00pm – Mr. Paul Fox, Chairman, called the meeting to order and led the Pledge of Allegiance, followed by roll call.

**REGULAR MEETING:**

**I. ANNOUNCEMENT OF EXECUTIVE SESSION**

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

**II. PUBLIC SAFETY REPORTS**

A. Skippack EMS Monthly Report – SEMS Chief Barry Evans provided a report of calls responded to in February 2025. There were 198 calls for service.

1. Chief Evans requested funds in the amount of \$145,000 allocated to Skippack EMS in the 2025 Budget be released to assist with the purchase of a new ambulance with equipment. The ambulance, with equipment, will cost around \$250,000 and will be purchased from a COSTARS approved vendor. It is scheduled to arrive in May.

Motion made by Ms. Ellis, seconded by Mr. Fountain, to approve the release of budgeted funds in the amount of \$145,000 to Skippack EMS. All in favor, motion carried.

2. Chief Evans requested that the Township provide a low-interest loan to Skippack EMS for the balance of the ambulance purchase cost. Ms. Ellis suggested that the Township give a loan for an amount that will cover all anticipated SEMS needs, such as building maintenance and equipment. Motion made by Ms. Ellis, seconded by Mr. Fountain, to approve a loan in the amount of \$142,000 at 2% interest amortized for a term of five years to Skippack EMS with monthly payments. All in favor, motion carried.

**III. PUBLIC COMMENT – none.**

**IV. APPROVAL OF MINUTES**

Motion made by Ms. Lynch, seconded by Ms. McGinnis, to approve the minutes of the February 12, 2025, Board of Supervisors meeting. All in favor, motion carried.

**V. ADMINISTRATIVE ACTIONS**

- A. Treasurer’s Report as of February 28, 2025 – Ms. Nonamaker shared that due to a communication issue between the online sewer billing system and the bank, the report for February was not finalized. It will be shared at the next meeting. She also noted that the salt and snow removal exceeded the budgeted amounts for the year, as there were more winter weather events.
  
- B. Approval of Bills Paid February 11 – March 11, 2025
  - General Fund \$ 333,498.21
  - Open Space Fund \$ 4,435.01
  - Sewer Fund \$ 1,545.25Motion made by Ms. McGinnis, seconded by Mr. Fountain, to approve the bills paid from February 11 to March 11, 2025. All in favor, motion carried.
  
- C. Bills to be Approved for Payment on March 13, 2025
  - General Fund \$ 452,924.68
  - Open Space Fund \$ 5,277.51
  - Sewer Fund \$ 121,314.12Motion made by Ms. McGinnis, seconded by Mr. Fountain, to approve the bills for payment on March 13, 2025. All in favor, motion carried.

**VI. PROFESSIONAL STAFF REPORTS**

- A. Township Engineer
  - 1. Mr. Woodrow noted that the Township received 7 bids for the 2025 Road Improvement project and the lowest bidder was GoreCon, Inc. Motion made by Mr. Fountain, seconded by Ms. Lynch, to award the bid for the 2025 Road Improvement Project to GoreCon, Inc. in the amount of \$1,098,258.98. All in favor, motion carried.
  - 2. Mr. Woodrow shared that the Township received 5 bids for the Skippack Trail Improvement Project. Strouse Landscaping was the lowest bid. Motion made by Ms. Ellis, seconded by Ms. McGinnis, to award the bid for the 2025 Skippack Trail Improvement project to Strouse Landscaping in the amount of \$186,533. All in favor, motion carried.
  - 3. Mr. Woodrow shared that he is prepared to receive bids for a contractor to perform the work required for a pedestrian crosswalk on Cross Road at Spencer Drive to connect the two phases of the Meadow Glen Community. A PennDOT permit has been issued, and a grant has been received by the Township. Mr. Fox noted that the road needs repairs, which would be done by PennDOT as it is a State Road. He noted that any repaving by PennDOT should be done prior to the crosswalk work. Mr. Woodrow said that the contractor would coordinate with PennDOT. Motion made by Ms. Ellis, seconded by Ms. McGinnis, to authorize the advertisement for bids for the Cross Road at Spencer Drive pedestrian crossing improvements. All in favor, motion carried.
  - 4. Mr. Woodrow gave an overview of trails, trail connections, sidewalks and crosswalks in the Township. He noted that the Comprehensive Plan update

gives the opportunity to identify areas that the community would like to see improvements, either by adding sidewalks or improving existing sidewalks with crosswalks, for example, to promote walkability throughout the Township. Mr. Woodrow said that he would have maps available for the Comprehensive Plan Public Workshop on April 2 for residents to give input on specific areas for connectivity.

5. Minor Land Development application – Cornerstone Church of Skippack, 1326 Stump Hall Road and Skippack Pike – Justin Strahorn, engineer and representative for the applicant, presented plans for a proposed 10,884 square-foot addition to the existing church on Stump Hall Road. The plans for the existing church were subject to a full land development application in the mid-1990’s and included roughly 16,000 sf of potential future additions. The congregation for the church is now growing, and the proposed expansion is necessary to accommodate additional people, classrooms, restrooms. Mr. Strahorn noted that they were in receipt of Mr. Woodrow’s review letter and are prepared to comply with his comments. He also stated that they had agreed to make improvements to the existing stormwater management system to bring it up to date with current standards. Those improvements include retrofitting the existing turf basin on site to have bio filtration and water quality improvement components. Mr. Strahorn also noted that the church was seeking a waiver of street frontage improvements, to which Mr. Woodrow agreed, given the minor nature of the addition and condition of the existing road frontages.

B. Township Solicitor

1. Motion made by Ms. Lynch, seconded by Ms. Ellis, to approve Resolution 2025-19 granting preliminary/final subdivision and land development approval to the Susan and Thomas Basile, 4050 Mill Road. All in favor, motion carried.

C. Township Planner

1. Comprehensive Plan Public Workshop on Wednesday, April 2 at 6pm – Ms. Magaziner shared that these is finalizing a flyer to promote the workshop and invited the Board to attend to manage the stations regarding each of the plan’s goals and objectives. The flyer will be shared on the Township’s social media, website and e-news. Mr. Fountain suggested the flyer be sent to HOA’s for the active adult communities. Mr. Fox asked if the workshop could be relocated to Skippack Elementary School to allow for more parking for larger attendance.

D. Township Manager – no report.

**VII. OLD BUSINESS – none.**

**VIII. NEW BUSINESS – none.**

**IX. COMMENTS FROM THE BOARD**

Mr. Fox congratulated Laurie Augustine on 25 years as Skippack Township Tax Collector. He also expressed appreciation for Representative Matt Bradford and State Senator Tracy Pennycuick for their assistance in securing a \$250,000 Multimodal Transportation Fund grant for improvements at the intersection of Skippack Pike (Route 73) and Bridge Road (Route 113). Mr. Fox noted that there will be a Conditional Use hearing on Wednesday, March 19 regarding the use of two properties.

Ms. Lynch expressed appreciation for the Township's special events coordinator, Danielle D'Angelo. She also shared a reminder for bars and restaurants to be mindful of the volume of outdoor entertainment with spring and summer on the way.

Mr. Fountain shared that a Leprechaun Scavenger Hunt was planned for the weekend ahead in Palmer Park and encouraged residents to participate.

**X. ADJOURNMENT** – the meeting was adjourned at 8:28pm.