



SKIPPACK TOWNSHIP **BOARD OF SUPERVISORS**

Meeting Minutes
April 9, 2025 – 7:00pm

BOARD OF SUPERVISORS

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

TOWNSHIP STAFF

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|--------------------------|---------|
| 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 roll call. Jamie Magaziner attended as the Planner.

REGULAR MEETING:

I. ANNOUNCEMENT OF EXECUTIVE SESSION

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

II. PUBLIC SAFETY REPORT

- A. Skippack Fire Company Bi-Monthly Report – Chief Haydn Marriott gave an update on calls from February and March. He shared that the Fire Company would be holding their Touch-A-Truck event on June 7 from 10am to 2pm.
- B. Skippack EMS Monthly Report – Skippack EMS President Barry Evans gave an update on calls responded to in March.

III. PUBLIC COMMENT

Aileen Johnson, Perkiomen Valley Library Branch Manager, gave an update on the library's upcoming events and programs. She also shared that their annual report for 2024 was complete and available for public viewing.

David Grube and John Hopkins spoke on behalf of Skippack Bocce League. They shared concerns about the bocce pavilion in Palmer Park and suggested improvements.

Tanya Kateusz shared a suggestion for the Township website to include the Skippack Village store map. She also expressed concerns about future decisions regarding commercial zoning districts.

IV. APPROVAL OF MINUTES

- A. Motion made by Ms. McGinnis, seconded by Mr. Fountain, to approve the minutes of the March 12, 2025, Board of Supervisors meeting. All in favor, motion carried.

- B. Motion made by Ms. Lynch, seconded by Ms. Ellis, to approve the minutes of the March 19, 2025, Conditional Use Hearing and Board of Supervisors meeting. All in favor, motion carried.

V. ADMINISTRATIVE ACTIONS

- A. Treasurer’s Report as of February 28, 2025 – Motion made by Mr. Fountain, seconded by Ms. McGinnis, to accept the Treasurer’s Report as of February 28, 2025. All in favor, motion carried.
- B. Treasurer’s Report as of March 31, 2025 – Motion made by Ms. McGinnis, seconded by Ms. Ellis, to accept the Treasurer’s Report as of March 31, 2025. All in favor, motion carried.
- C. Ms. Nonamaker asked the Board to consider the absorption of convenience fees charged to sewer customers choosing to pay through the online payment portal, saving the Township time and encouraging more customers to take advantage of the online portal. A motion and vote were tabled until further information and a ‘return on investment’ report were provided.
- D. Approval of Bills Paid March 13 – April 8, 2025

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|-----------------|--------------|
| General Fund | \$ 89,131.63 |
| Open Space Fund | \$ 5,739.20 |
| Sewer Fund | \$ 986.66 |

Motion made by Ms. Lynch, seconded by Ms. McGinnis, to approve the bills paid March 13 – April 8, 2025. All in favor, motion carried.
- E. Bills to be Approved for Payment on April 10, 2025

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|-----------------|---------------|
| General Fund | \$ 176,877.86 |
| Open Space Fund | \$ 15,551.73 |
| Sewer Fund | \$ 193,239.57 |

Motion made by Ms. Lynch, seconded by Ms. McGinnis, to approve the bills for payment on April 10, 2025. All in favor, motion carried.

VI. PROFESSIONAL STAFF REPORTS

- A. **Township Engineer**
 - 1. Mr. Woodrow gave an update on the ongoing construction progress at the Charterfield Landing (Toll Brothers) development. Sidewalks and trails in the development are complete, and Toll is working to install the sidewalk connection along Mill Road, as well as the storm sewer connections. The ‘tot lot’ parking lot is in but is being used for equipment staging right now. Playground equipment will be selected for that area.
 - 2. Mr. Woodrow gave an update on Lochwood Manor, the events venue on Skippack Pike. The parking lot is in, and the building inspector has been on site regularly to ensure code compliance. It is progressing nicely.

B. Township Solicitor

1. Motion made by Mr. Fox, seconded by Mr. Fountain, to approve Resolution 2025-20 granting preliminary/final land development approval to Cornerstone Church of Skippack, 1326 Stump Hall Road. All in favor, motion carried.
2. Motion made by Mr. Fox, seconded by Mr. Fountain, to approve the Conditional Use application of Deep Creek Learning Center and Precision Jiu Jitsu Spring Mount, requesting a Conditional Use pursuant to Skippack Township Zoning Ordinance §200-27.C to allow a private religious school within the GC-General Commercial District upon real property referred to as 2047 Bridge Road. All in favor, motion carried.
3. Motion made by Mr. Fox, seconded by Ms. McGinnis, to approve the Conditional Use application of HTC Associates, LLC, requesting a Conditional Use pursuant to Skippack Township Zoning Ordinance §200-21.C (2) to allow two, 3-story buildings with a maximum of 48 dwelling units, within the ITND-Integrated Traditional Neighborhood Development District at real property referred to as Biltmore Estates Lot 140. All in favor, motion carried.

C. Township Planner

1. Ms. Magaziner gave a recap of the Comprehensive Plan Public Workshop on April 2 at Skippack Elementary School. She shared it was a great turnout, and she is compiling results of the surveys and comments. Surveys are still being accepted at the Township and via email for feedback.

D. Township Manager

1. The Board considered the Special Event permit application for the Skippack Lions Diabetes Awareness 5K on Saturday, June 21. She shared that a new route was proposed this year. Skippack Fire Company Chief Marriott expressed concerns with lack of volunteers for traffic control. A motion and vote were tabled until Ms. Eastmure could discuss further plans and details with the Skippack Lions organization.

VII. OLD BUSINESS – there was no old business.

VIII. NEW BUSINESS – there was no new business at this time.

IX. COMMENTS FROM THE BOARD

Ms. McGinnis commented on the preservation of historic buildings in the Township as a follow up to a discussion she had at the Comprehensive Plan workshop.

Ms. Ellis expressed appreciation for the result of the conversations with Worcester Township regarding Skippack Emergency Medical Services.

Ms. Lynch shared information on upcoming Special Events in the Township, including an e-Recycling event and the Annual Easter Egg Hunt.

X. ADJOURNMENT – The meeting was adjourned at 8:06pm.