



SKIPPACK TOWNSHIP **BOARD OF SUPERVISORS**

Meeting Minutes
May 21, 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.	Absent
Tim Woodrow, PE	Present
Matt Wanamaker, AICP, PP	Absent

7:00pm – Chairman Paul Fox 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 in the Executive Sessions on May 1, 2025, and on May 21, 2025 prior to the meeting.

II. PRESENTATIONS

- A. W.B. Home, Inc – 4315 Skippack Pike – Chris Canavan, President, W.B. Homes, Inc., presented a Preliminary/Final Subdivision/Land Development for the proposed Design Center with second floor apartments, garage and commercial space.
- B. Wynstone Nominee 15, LLC – 2036 Lucon Road – Evan Sowers from Haines & Kibblehouse, Inc. presented the Preliminary/Final Minor Subdivision application and Wynstone/Palmer Lot Line Adjustment (2036 and 2040-2042 Lucon Road)
- C. Introductions of new administration staff members, Justin Stottlar, Assistant Township Manager and Beth Ann Mazza, Executive Assistant.

III. PUBLIC SAFETY REPORT

- A. Skippack EMS Monthly Report – Skippack EMS President Barry Evans gave an update on calls responded to in April.

IV. PUBLIC COMMENT

Justin Glennon brought to the attention of the Board that motorized bikes/vehicles are not in compliance with state laws. Creating a hazard for residents as many are younger than law outlines as well as riding at night. He is concerned someone is going to get hurt.

Clint Buckwalter on behalf of the Skippack Striders brought up that the yoga class would really like to see the elevator repaired. He also mentioned that people should come out and attend their class on Thursday mornings.

Michaleen Pacholski from the Skippack Fire Company announced their Touch a Truck Event on June 7. She thanked the township for assisting with the promotion of the event as well as sending trucks to the event.

Tanya Kateusz provided historic buildings follow-up. She has list of sites in Creamery. Some have probably changed. She suggested considering a historic district.

John Hopkins also mentioned concern with motorized bikes. Stated that aside from the above concerns, they are destroying our parks and ramps.

V. 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.

VI. APPROVAL OF MINUTES

- A. Motion made by Karen Lynch, seconded by Marian Ellis to Approve the April 9, 2025 Board of Supervisors meeting minutes. All in favor, motion carried.

VII. ADMINISTRATIVE ACTIONS

- A. Treasurer's Report as of April 30, 2025 – Motion made by Barbara McGinnis, seconded by Nick Fountain, to accept the Treasurer's Report as of April 30, 2025. All in favor, motion carried.
- B. Approval of Bills Paid April 11 – May 20, 2025
 - General Fund \$ 45,385.31
 - Open Space Fund \$ 8,677.64
 - Sewer Fund \$ 8,778.32Motion made by Barbara McGinnis, seconded by Nick Fountain, to approve the bills paid April 11 – May 20, 2025. All in favor, motion carried.
- C. Bills to be Approved for Payment on May 22, 2025
 - General Fund \$250,610.20
 - Open Space Fund \$ 34,880.89
 - Sewer Fund \$162,538.04Motion made by Barbara McGinnis, seconded by Nick Fountain, to approve the bills for payment on May 22, 2025. All in favor, motion carried.

VIII. PROFESSIONAL STAFF REPORTS

A. Township Engineer

1. Motion to reject bid for the Mill Road and Caredean Drive ADA ramp improvements made by Barbara McGinnis, seconded by Nick Fountain. All in favor, motion carried.
2. Update on Cressman Road and Lywiski Road low-pressure sewer extensions. Aging infrastructure. Look into cost estimates and financing options.
3. Update on 2025 Road Improvement Projects – PennDOT liquid fuels road projects will begin after Memorial Day.
4. Cross Road Pedestrian Improvements – Bids have been advertised. The bid opening date is set for June 10, 2025.
5. Update on PennDOT Projects – Cross Road to be paved in June. All projects are weather dependent.
6. Motion made by Karen Lynch, and seconded by Marian Ellis to approve Resolution 2025-22 authorizing application to the 2025 Greenways, Trails and Recreation Program Grant from the Commonwealth Financing Authority. All in favor, motion carried.
7. In accordance with the terms of the development agreements, Chaterfield Landing, Escrow Release No. 2 in the amount of \$1,467,841.10 has been approved for escrow release.

B. Township Solicitor – No Report

C. Township Planner – No Report

D. Township Manager

1. Motion made by Barbara McGinnis, seconded by Marian Ellis to approve payment upon letter request from Perkiomen Valley Library for disbursement of \$6,000.00. All in favor, motion carried.

2. Denied consideration from Perkiomen Township for Skippack Fire Company to provide Fire Police assistance for Perkiomen Valley High School Graduation due to no active fire police unit.
3. Denied consideration from Upper Salford Township for Skippack Fire Company to provide Fire Police at the start of the Annual Philadelphia Folk Festival during morning hours of Thursday, August 14 due to no active fire police unit.

IX. OLD BUSINESS

- A. Bocce Pavillion Repairs – The Bocce Courts has been upgraded several times over last 10-15 years. They would like to resurface with a safer more durable surface. One surface that was looked into had a 25 year guarantee and would require less maintenance.
- B. Motion made by Karen Lynch, seconded by Marian Ellis to approve Special Event Permit for Skippack Lion Diabetes Awareness 5K and 1-Mile Fun Run on Saturday, June 21 from 4:30-6:30pm, beginning at The Stray Dog, 3911 Skippack Pike. Assistance from Skippack EMS and Skippack, Lower Salford and Worcester Fire Police are requested for road closures. All in favor, motion carried

X. NEW BUSINESS – No new business at this time.

XI. COMMENTS FROM THE BOARD

- A. Paul Fox brought up the interest of residents to have a “No Solicitation” ordinance for door to door. Discuss next month. Most HOA’s currently have ordinance against solicitation.
- B. Karen Lynch brought up interest in an ordinance controlling vape & dispensary stores in the township. Many local townships are doing the same thing. Also, Ms. Lynch would like to see us provide an ordinance for motorized bikes/carts. In addition, Ms. Lynch would like the Township Engineer to do a short module/presentation on stormwater.
- C. Marian Ellis wanted to recognize Skippack Emergency Medical Services and Barry Evans for above and beyond care during National EMS Week 2025
- D. Nick Fountain brought up interest in creating ordinance for motorized bikes/carts. Additionally, he wanted to thank the Skippack Township Public Works Crew for all they do during National Public Works Week 2025.

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