



SKIPPACK TOWNSHIP **BOARD OF SUPERVISORS**

Meeting Minutes
August 13, 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
Matt Wanamaker, AICP, PP	Absent

Chairman Paul Fox welcomed everyone to the Board of Supervisors meeting and led the Pledge of Allegiance, followed by roll call. Chairman Fox called the regular meeting to order at 7:37 PM.

I. ANNOUNCEMENT OF EXECUTIVE SESSION

Mr. Fox announced that the Board discussed personnel and land acquisition in the Executive Sessions on August 13, 2025, prior to the meeting.

II. PRESENTATIONS – None.

III. PUBLIC SAFETY REPORT

A. Skippack EMS Monthly Report – Skippack EMS President Barry Evans gave an update on calls responded to in July 2025. Total calls responded to in July were 222. It was noted that Skippack EMS continues to have difficulties with being reimbursed properly by SCI Phoenix (prison) for service to their facility. Additionally, the continued sewage/plumbing issue was discussed and the need to repair/replace tank and piping. Total estimated costs for total project with replacing the tank is \$18,800.00. This will be put on the agenda for next month's meeting.

B. Skippack Fire Company Bi-Monthly Report – Skippack Fire Chief, Haydn Marriott gave a report on the 50 calls responded to June 1 through July 31, 2025.

IV. PUBLIC COMMENT

Tanya Kateusz mentioned that she noted on a past agenda that a property address was not included on the agenda with the project and mentioned that it should be included on future agendas.

V. APPROVAL OF MINUTES

- A. Motion made by Barbara McGinnis, seconded by Nick Fountain, to approve the minutes of July 9, 2025, Board of Supervisors meeting. All in favor, motion carried.

VI. ADMINISTRATIVE ACTIONS

- A. Treasurer's Report as of July 31, 2025 – Motion made by Barbara McGinnis, seconded by Marian Ellis, to acknowledge the Treasurer's Report as of July 31, 2025. All in favor, motion carried.

- B. Approval of Bills Paid July 10 – August 12, 2025

General Fund	\$ 199,223.45
Open Space Fund	\$ 3,201.28
Sewer Fund	\$ 11,883.38

Motion made by Barbara McGinnis, seconded by Marian Ellis, to approve the bills paid June 12 – July 8, 2025. All in favor, motion carried.

- C. Bills to be Approved for Payment on August 13, 2025

General Fund	\$ 175,700.52
Open Space Fund	\$ 21,153.74
Sewer Fund	\$ 122,828.65
Liquid Fuels	\$

Motion made by Nick Fountain, seconded by Barbara McGinnis, to approve the bills for payment on June 11, 2025. All in favor, motion carried.

- D. Motion made by Nick Fountain, seconded by Barb McGinnis to accept the Pension Minimum Municipal Obligation for 2026. All in favor, motion carried.

- E. Discussion on the installation of a secure locked box outside of the township building to collect sewer payments during non-office hours to provide an opportunity for those not able to conform to administrative office hours. The box will be a locked, stainless-steel box secured to the wall. Additionally, it was noted that previous discussions on late fees for sewer and the possible absorption of online fees encourage people to pay their bill online. There have been a lot of complaints about the mail service in the area lately. Recommend further discussion and possible vote on this at next month's meeting.

VII. PROFESSIONAL STAFF REPORTS

A. Township Engineer

Township Engineer, Tim Woodrow requested to go out of order from agenda and address #6 under his report on the agenda, 2101 Cressman Road Land Development and requested permission per Conditional Use Hearing to request township solicitor to prepare a resolution for next month's meeting. Noting that there is a distinct difference between conditional use and land development. Solicitor Kuhl's recommended a brief Executive Session of five minutes to discuss the Conditional Use Hearing.

An Executive Session was called and the Board returned after a brief 5-minute session.

Post Executive Session, a motion was made by Karen Lynch, seconded by Marian Ellis to approve the Conditional Use Hearing Application of Maverick Zane LLC requests a Conditional Use pursuant to Skippack Township Zoning Ordinance (the "Ordinance") §200-29.C(2)(c) to allow construction company headquarters upon real property within the LI-Limited Industrial District, commonly referred to as 2101 Cressman Road and more specifically designated as Montgomery County Parcel 51-00-01300-02-6 with the following requirements: 1 – Development and Usage of subject property be in substantial conformance with the testimony and exhibits presented in the public hearing this evening and 2 – Proceed through the Skippack Township Lande Development process and obtain approval. All were in favor, motion carried.

Additionally, it was noted by consensus of the Board for the solicitor to prepare a draft resolution of Land Development for Maverick Zane LLC subject to suggested conditions for next month's consideration.

1. Discussion on the bid received for the Palmer Park Bocce Court Refurbishmnet project. Bid is good for 60 days. Cost was above anticipated expectations. Staff will review by line items and review for necessary safety issue corrections. Discuss with contractor. Bocce season ends in November. Construction could not be likely to take place before that anyhow.
2. Discussion on the bid for the Lenape Park Reforestation project. Bid is good for 60 days. This was a line item this year on the budget however some questions were raised regarding natural reforestation. Decision on bid will be postponed until September meeting while staff consult expert opinions on natural reforestation versus this project.
3. Discussion on advertising to amend the Subdivision and Land Development Ordinance to require developers to have an obligation to supply quality topsoil at the end of projects.

Motion was made by Marion Ellis, seconded by Karen Lynch to advertise proposed amendment of Township Ordinance Section 169 – 38.F Topsoil

- 1) as part of any subdivision or land development, the property owner shall not remove more than 500 yd.³ of topsoil from the site without authorization from the Skippack Township Board of Supervisors.
- 2) As part of any subdivision or land development, the property owner/developer shall provide a minimum of 6 inches of mechanically screened topsoil on all areas intended to be utilized for turfgrass or landscaping.
- 3) Prior to placement of topsoil, all subgrades should be graded, compacted and scarified in order to create a bond between the subsoil and the topsoil layers.
- 4) This ordinance recognizes that soil amendments placed pursuant to an active NPDES permit will be considered when comparing the plan to ordinance obligations.

All were in favor, motion carried.

4. Motion was made by Barbara McGinnis, seconded by Nick Fountain to authorize bid process to begin for Lywiski Road and Cressman Road Low Pressure Sewer project. All were in favor, motion carried.
5. Motion was made by Marian Ellis, seconded by Barbara McGinnis to prepare design plans and cost estimates for the Route 113 Sewer Main Replacement from Landis Road to the Interceptor at the Perkiomen Creek and for the SCI Phoenix Interceptor Line for 2026 budget consideration. All were in favor, motion carried.

B. Township Solicitor

1. Announced that 4065 Mensch Road has successfully been purchased by Skippack Township for Open Space. Discussion was held on possibly making changes to improve the line of sight at the intersection. Overgrowth and trees have made it difficult to see. Public works staff is slated to go out and asses to trees and cut back brush to see if that improves it. After public works does their part, line of sight concerns will be reassessed.
2. Discussion on enacting an ordinance for Resale Certifications, specifically for sewer laterals, but also possibly including other requirements for resale certifications like necessary public safety improvements, including not limited to smoke detectors, railings, safe sidewalks. It was suggested to investigate neighboring townships ordinances and processes for enacting. Information is to be brought back next month for discussion.
3. Discussion on pending ordinances circulated to the board on Vape Shops, E-Bikes and Solicitation. Suggested changes and recommendations will be made. Vape Shop Ordinance will have to be shared with the County prior to moving on at the township. E-Bike and Solicitation Ordinance will be amended and presented at the September meeting.

C. Township Planner – Jamie Magaziner present for Pennoni

1. Reviewed comments and suggestions that have been received from the staff and Board of Supervisors. The Comprehensive Plan will be updated and presented to the Montgomery County Planning Commission at the September 15, 2025, meeting. Once presented to the County, the 45-day public review process will begin.

D. Township Manager

1. New electronic sign has been installed and is being utilized on Route 73 (Skippack Pike) at the Pump Station. It is another great way to be able to communicate and provide information to the residents and visitors of Skippack.

VIII. OLD BUSINESS – None.

IX. NEW BUSINESS – None.

X. COMMENTS FROM THE BOARD

- A. Marian mentioned the importance of the E-Bike Ordinance and the ever-growing problem with motorized bikes. Marian shared a personal experience she had which highlighted how out of control this situation has grown, how disrespectful the riders can be, as well as being antagonistic to people they come in contact with when approached.

Marian brought it to the board's attention that Skippack EMS (SEMS) has begun to receive payment for Worcester Township for services rendered by SEMS. Barry Evans, President, SEMS, confirmed.

- B. Karen Lynch mentioned the many concerns and conversations regarding the new townhomes at Rt 113 and Creamery Road. She mentioned the concerns are aesthetics and safety. As there is nothing more that can be done regarding aesthetics, moving forward the Board should formally discuss the public safety issues possibly proposed at this intersection now.

Karen Lynch shared information from the Park and Recreation Board regarding the playground structure at Palmer Park. It was constructed 20 years ago and poses safety issues now. Replacing this structure is budgeted for in the 2025 budget. The proposed replacements and upgrades to this location will cost approximately 1.1 million dollars. Karen would like to make sure this gets put on the September 2025 meeting agenda for movement forward on this project.

- C. Nick Fountain brought to the attention of the community that a dedicated public servant of Skippack Township had recently passed away. Sharon Cullen was the Co-Founder of the Montgomery County Hero Fund. Nick suggested that in honor of her life and service to our community that Skippack Township draft a resolution for her 60th birthday, October 3, 2025, as a posthumous recognition declaring it “Sharon Cullen Day of Service”.
- D. Barb McGinnis also wanted to echo the timeliness and importance of the E-Bike situation and need for ordinance regulation. She shared her own personal experience with concerns she has experienced around her property and on the trail, especially regarding those on horseback encountering E-Bikes. This problem is serious and needs to be addressed before someone gets seriously injured.
- E. Paul Fox wanted to bring up that the Township has received a lot of feedback and concerns over the 6 townhomes on 113 in Creamery, and rightfully so. Here is how it happened and how it was stopped from continuing. Several years ago, a zoning option was adopted with the goal of encouraging the clean-up of blighted properties along state roads 73 and 113 in Skippack and Creamery villages. The idea had public support at the time, but the ordinance drafted by prior professional staff contained loopholes that allowed plans we did not intend. Once those shortcomings became clear, the Board acted decisively. In a unanimous public vote, the zoning option was repealed, preventing over 100 additional townhomes from being built on other formerly eligible parcels. A small number of units, including the 6 in Creamery, were legally grandfathered and could not be denied without risking a costly lawsuit at taxpayer expense. Your feedback through surveys and our comprehensive plan has been clear that high-density housing is not a priority for Skippack. We will continue to use your input to guide decisions that protect the character of our community.

XI. ADJOURNMENT – The meeting was adjourned at 9:29 PM.