



SKIPPACK TOWNSHIP **BOARD OF SUPERVISORS**

Meeting Minutes
October 8, 2025 – 7:00pm

BOARD OF SUPERVISORS

Paul Fox, Chairman	Present
Barbara McGinnis	Present
Marian Ellis	Present
Karen Lynch	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 Paul Fox called the regular meeting to order at 7:00 PM.

I. ANNOUNCEMENT OF EXECUTIVE SESSION

Mr. Fox announced that the Board discussed personnel and land acquisition in the Executive Sessions on October 8, 2025, prior to the meeting.

II. PUBLIC ANNOUNCEMENT

- A.** Solicitor Joseph Kuhls requested to go out of order and presented the Board with the resignation of Nick Fountain as Township Supervisor. A motion was made by Paul Fox and second by Barbara McGinnis to accept the resignation of Nick Fountain as Township Supervisor. All in favor. Motion carried.
- B.** Joseph Kuhls stated having accepted the resignation, the State Township Code now sets forth a process for filling the vacant seat on the Board of Supervisors, the Skippack Township Board of Supervisors will accept letters of interest and resumes from any registered voter of Skippack Township, who has resided in the township for at least one year and wishes to be appointed to fill the open seat. The letters of interest and resumes can be dropped off at the Township Administration Building, 4089 Heckler Road, Skippack, PA, 8 AM to 4:30 PM, Monday – Friday or email them to info@skippacktownship.org. Deadline for all applicants is Wednesday, October 15, at 4:30 PM. The letters of interest will then be reviewed by the four seated supervisors. On October 29 at 7 PM, the Board of Supervisors will hold a special public meeting at the Township Administration Building. A small, selected number of final candidates for the vacancy will then (on October 29) be offered 5 minutes to publicly explain to the community their experience and qualifications for Township Supervisor.

After hearing from those candidates, the four existing members of the Board of Supervisors will, at the October 29 Public Meeting, vote to fill the vacancy. If the four members of this Board are unable to reach a majority vote at that time, the appointment will then go to the Vacancy Board, which is comprised of the four Supervisors and the Township's Vacancy Board Chairman Anthony Bucci. Those four existing Supervisors, plus Mr. Bucci, will then vote as the Vacancy Board at the regularly scheduled public meeting on Wednesday, November 12, 2025, at 7 PM to appoint a 5th Supervisor. The newly appointed 5th Supervisor commencing on November 12, 2025, would then occupy the seat subject to the November 2027 Election for an additional two-year term. Please share this information with anyone you think might be interested or qualified.

III. PUBLIC COMMENT

- A. John Hopkin inquired about the status of the Bocce Court repairs. It was stated that the bocce court repairs have been approved and will begin as the bocce season ends.

IV. PRESENTATIONS - None

V. PUBLIC SAFETY REPORT

- A. Skippack EMS Monthly Report – Skippack EMS (SEMS) President Barry Evans gave report that SEMS responded to 240 calls in September 2025. Additionally, he also noted that SCI Phoenix still owes them approximately \$17,000.00 for services rendered.
- B. Discussion was held on the need for repair of the sewer line at the Skippack EMS building. A motion was made by Marian Ellis, second by Barbara McGinnis to make the necessary purchases and repairs for the sewer system at the Skippack EMS building in the amount of \$14,300.00. All were in favor, motion carried.
- C. Skippack Fire Company Bi-Monthly Report – Skippack Fire Chief, Haydn Marriott gave a report that the fire company responded to 48 calls between August 1 through September 30, 2025.

VI. APPROVAL OF MINUTES

- A. Motion made by Karen Lynch, second by Barbara McGinnis, to approve the minutes of September 10, 2025, Board of Supervisors meeting. All in favor, motion carried.

VII. ADMINISTRATIVE ACTIONS

- A. Treasurer's Report as of September 30, 2025 – Motion made by Barbara McGinnis, seconded by Marian Ellis, to accept the Treasurer's Report as of September 30, 2025. All in favor, motion carried.
- B. Approval of Bills September 11 – October 8, 2025
 - General Fund \$ 504,079.52
 - Open Space Fund \$ 1,992.01
 - Sewer Fund \$ 39,811.42
 - Liquid Fuels \$ 137,746.19

Motion made by Barbara McGinnis, seconded by Karen Lynch, to approve the bills September 11 – October 8, 2025. All in favor, motion carried.

VIII. PROFESSIONAL STAFF REPORTS

A. Township Engineer

- 1. Motion was made by Paul Fox, second by Barbara McGinnis to Authorize Bid Process for Ice and Snow Removal Assistance. All were in favor, motion carried.
- 2. Motion was made by Karen Lynch, second by Marian Ellis to pass Resolution 2025-32 Authorizing the submission of an application for the 2025 PA DCED Commonwealth Financing Authority (CFA) Multimodal Transportation Fund Grant. All were in favor, motion carried.
- 3. Motion was made by Paul Fox, second by Kaaren Lynch to approve the expenditure of \$10,000.00 in funds to the Perkiomen Watershed Conservancy for the planting of trees at Lenape Park to assist the natural reforestation process. All were in favor, motion carried.

B. Township Solicitor

- 1. A motion was made by Paul Fox, second by Barbara McGinnis for the Board to authorize the Township solicitor to execute a Settlement Agreement and Release, in form satisfactory to the Solicitor, settling outstanding litigation involving allegations of injuries sustained in an alleged bicycling accident on Township-owned property. The Agreement does not involve the expenditure of any Township funds. All were in favor, motion carried.

C. Township Planner – Not Present

1. Chairman Paul Fox reminded that the Skippack Township Comprehensive Plan 2035 Draft is available for the 45-Day public review. All comments, questions and input are due by October 31, 2025.

D. Township Manager

1. Reminded the community that the proposed 2026 Budget Public Workshop is on October 9, 2025, at 6 PM.
2. Motion was made by Barbara McGinnis second by Karen Lynch to approve the donation of \$1,000.00 for the MS4 Perkiomen Watershed Membership. All were in favor, motion carried.
3. Motion was made by Paul Fox and second by Barbara McGinnis to pass resolution 2025-31 amending the Township's 2025 Holiday Schedule to correct the observance date of Veteran's Day to November 11, 2025. All were in favor, motion carried.

IX. OLD BUSINESS – None.

X. NEW BUSINESS – None.

XI. COMMENTS FROM THE BOARD

- A. Barb McGinnis mentioned that her business, Three Diamond Stable will be participating in the parade celebrating the 250th Birthday of the Navy and Marines in Philadelphia this coming weekend. They are excited and proud to be a part of this monumental celebration.

XII. ADJOURNMENT – The meeting was adjourned at 7:24 PM.