



SKIPPACK TOWNSHIP BOARD OF SUPERVISORS

Re-Organization Meeting Minutes

January 5, 2026

- I. The January 5, 2026 Re-Organization Meeting was called to order by Joseph Kuhls, Esq., at 7:05 PM assuming the role as temporary chairperson and led the Pledge of Allegiance.**

The Honorable Judge Katzman was then invited to swear in Skippack Township's newly elected township officials:

SUPERVISOR – KAREN LYNCH
SUPERVISOR – JUSTIN GLENNON
TAX COLLECTOR – LAURIE AUGUSTINE
AUDITOR – SARA WEISS

II. ROLL CALL

BOARD OF SUPERVISORS

- Barbara McGinnis
- Karen Lynch
- Marian Ellis
- Bob Rau
- Justin Glennon

TOWNSHIP STAFF

- Alice Eastmure, Manager
- Justin Stottlar, Assistant Manager
- Joseph Kuhls, Esq.
- Tim Woodrow, PE
- Matt Wanamaker, AICP, PP - ABSENT

III. ELECTION OF CHAIRPERSON FOR THE BOARD OF SUPERVISORS

Barbara McGinnis nominated Bob Rau. There was no second. Marian Ellis nominated Karen Lynch. Justin Glennon second the nomination. There were no further nominations. Nominations were closed. No discussion was held. A vote was taken to elect Karen Lynch as Chairperson. All were in favor. Karen Lynch is the newly elected Chairperson.

IV. ELECTION OF VICE CHAIRPERSON FOR THE BOARD OF SUPERVISORS

Karen Lynch nominated Marian Ellis as Vice Chair. No other nominations were made. There was no additional discussion. A vote was taken to elect Marian Ellis as the Vice Chair. All were in favor. Marian Ellis is the newly elected Vice Chair.

V. POSITION APPOINTMENTS

Karen Lynch took over as the Chair for the Re-Organization Meeting. A motion was made by Barbara McGinnis to appoint the named position appointees to their positions for the calendar year 2026, second by Bob Rau. All in favor, motion carried.

POSITION APPOINTMENTS:

Manager – ALICE EASTMURE

Secretary – ALICE EASTMURE

Assistant Secretary – JUSTIN STOTTLAR

Treasurer – ALICE EASTMURE

Zoning Officer – KEYSTONE MUNICIPAL SERVICES INC.

Public Works Foreman – JUSTIN STOTTLAR

Fire Marshal – JAMES HERB

Deputy Fire Marshal – KEYSTONE MUNICIPAL SERVICES INC.

Emergency Management Coordinators – JAMES HERB, BETH ANN MAZZA

Pension Administrator – ALICE EASTMURE

Open Records Officer – JUSTIN STOTTLAR, IVO SALVI

VI. BOARD APPOINTMENTS:

Motion was made by Marian Ellis to appoint Joseph Maher to a one-year term expiring December 31, 2026, as the Vacancy Board Chairperson, second by Bob Rau. All were in favor, motion carried.

Motion was made by Bob Rau to appoint Jack White to a five-year term expiring December 31, 2030, to the Zoning Hearing Board, second by Barbara McGinnis. All were in favor, motion carried.

Motion was made by Barbara McGinnis to appoint Harry Greco and Luke DiElsi to a four-year term expiring December 31, 2029, to the Planning Commission, second by Marian Ellis. All were in favor, motion carried.

VII. PROFESSIONAL APPOINTMENTS:

Motion was made by Barbara McGinnis to appoint the named Professional Appointees for the calendar year 2026, second by Justin Glennon. All were in favor, motion carried.

Engineer	WOODROW & ASSOCIATES
Solicitor	JOSEPH KUHL, ESQ
Traffic Engineer	TRAFFIC PLANNING DESIGN
Planner	PENNONI
Building Inspection Services For Residential/Commercial	KEYSTONE MUNICIPAL SERVICES INC.
Zoning Officer	KEYSTONE MUNICIPAL SERVICES INC.
Spec Project/Sewer Engineer	EBERT ENGINEERING
Auditor/CPA	MAILLIE LLP
ZHB Solicitor	RUBIN, GLICKMAN, STEINBERG & GIFFORD

Depositories	UNIVEST, KEY BANK, PLGIT INVESTMENT & UNIVEST INVESTMENTS
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Finance/Management	WK2 ENGINEER CONSULTANTS
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Consultants

VIII. ESTABLISHMENTS

Motion was made by Justin Glennon to pass Resolution 2026-01 Setting Meeting Dates for the Board of Supervisors, second by Barbara McGinnis. All were in favor, motion carried.

Motion was made by Bob Rau to pass Resolution 2026-02 Setting the 2026 Administrative Holidays, second by Marian Ellis. All were in favor, motion carried.

Motion was made by Bob Rau to pass Resolution 2026-03 to additionally appoint Keystone Municipal Services Inc, Alice Eastmure, Justin Stottlar, and James Herb to the position of Code Enforcement Officials for Skippack Township for the Year 2026, second by Barbara McGinnis. All were in favor, motion carried.

Motion was made by Bob Rau to pass Resolution 2026-04 Setting Meeting Dates for the Planning Commission, second by Barbara McGinnis. All were in favor, motion carried.

Motion was made by Justin Glennon to Appoint Marian Ellis as PSATS 2026 Convention Delegate and Voting Member, second by Barbara McGinnis. All were in favor, motion carried.

Motion was made by Barbara McGinnis to pass Resolution 2026-05 updating the 2026 Fee Schedule, with an addition to Section 14, adding the Community Room fee. This Resolution repeals and replaces Resolution 2025-16 and any other contradictory Resolutions. Second by Marian Ellis. All were in favor, motion carried.

Re-Organization meeting was closed at 7:26 PM

REGULAR MEETING:

I. The Regular Meeting was called to order at 7:27 PM and the announcement was made that there was no executive session held.

II. PUBLIC SAFETY REPORTS

A. Skippack EMS Monthly Report was given by Barry Evans.

III. PUBLIC COMMENT

Dan Gentile inquired about Skippack Township sign ordinance. He stated there seems to be a lot of little signs all across the township. Whose responsibility is it to clean them up. He also inquired about the new signs on the trails "To Use at Own Risk", stating it doesn't look good. Solicitor Kuhls commented that there is a sign permit process for businesses and Bob Rau commented that the trail signs were recommended by the township insurance company. Colette Penland inquired about transparency and questioned the recent arrest of newly elected township supervisor Justin Glennon just days prior to election for public drunkenness, along with two previous DUIs. Questioned the knowledge of this incident to running mate, Karen Lynch. She inquired if there was any code of conduct that we can hold our elected officials to and asked for Justin Glennon to resign.

IV. APPROVAL OF MINUTES

Motion was made by Barbara McGinnis to approve the minutes of December 10, 2025, Board of Supervisors meeting, second by Marian Ellis. All were in favor, motion carried.

V. ADMINISTRATIVE ACTIONS

- A. Motion was made by Barbara McGinnis to accept the Treasurer's report and to approve the Bills Paid December 10, 2025 – January 5, 2026, second by Bob Rau. All were in favor, motion was carried.
- B. Motion was made by Bob Rau to approve the new categories for Employee HRA with Catapult to be as follows: Single - \$3,000; Employee +1 and Employee over 65 - \$5,000 and Family - \$7,500, second by Barbara McGinnis. All were in favor. Motion carried.
- C. Motion was made by Bob Rau to pass Resolution 2026-06 to establish the real estate millage rates, general fund earned income tax, open space earned income tax, amusement tax and real estate transfer tax, second by Marian Ellis. All were in favor.

VI. PROFESSIONAL STAFF REPORTS

A. Township Engineer

- 1. The discussion and potential action on the engineering costs for the Perkiomen Creek Road Bridge project were tabled for the March 2026 meeting.
- 2. Motion was made by Marian Ellis to approve the \$250,000.00 multi modal grant from CFA for 113 & 73 be used on the start of engineering costs, second by Barbara McGinnis. All were in favor, motion carried.
- 3. Discussion on Roads Improvement Costs for 2026 - \$600,000 Capital Fund and Liquid Fuels \$400,000.

B. Township Solicitor

- 1. Motion was made by Karen Lynch to decide the Conditional Use application of Skippack Meats LLC pursuant to Skippack Township Zoning Ordinance §200-29.C(2)(e) to allow manufacturing of meat products within the LI-Limited Industrial District, upon real property known as 4533 Skippack Pike, and more specifically designated as Montgomery County Parcel 51-00-03123-00-3, second by Marian Ellis. All were in favor, motion carried.
- 2. Motion was made by Barbara McGinnis to approve the contract for Skippack Township Manager, Alice Eastmure, beginning January 5, 2026, through January 4, 2027, second by Bob Rau. All were in favor, motion carried.
- 3. Motion was made by Bob Rau to approve the payout of 4 additional accrued unused vacation days to Alice Eastmure, Township Manager, second by Barbara McGinnis. All were in favor, motion carried.

C. Township Planner – Absent. No report.

D. Township Manager

No Report. Alice Eastmure wanted to wish the residents a very happy and healthy New Year and stated that she was looking forward to a successful and prosperous 2026 for Skippack Township. Additionally, she thanked the Honorable Judge Adam Katzman for swearing in the elected officials this evening.

VII. **OLD BUSINESS** – None.

VIII. **NEW BUSINESS** – None.

IX. **COMMENTS FROM THE BOARD**

Justin Glennon had no comment.

Marian Ellis welcomed and congratulated all of the newly elected and re-elected officials of Skippack Township. Additionally, she wanted to wish everyone a Happy New Year.

Bob Rau applauded the public works staff for the work well done in the past two snow events. Additionally, he added that he was looking forward to a great 2026.

Karen Lynch mentioned that in 2026 the board will be looking at updating the Park and recreation board from 5 to 7 people. She also added that there is a Volunteer Form on the township website. If you are interested in any of the open board seats or volunteering your time to assist the township, please fill the form out and forward it to Alice Eastmure. Karen also noted that the board will be holding a work session to plan forward for the township utilizing two important tools the budget and the newly adopted comprehensive plan.

Barb stated that she understood the concerns of the residents regarding newly elected supervisor Justin Glennon but wanted to remind everyone that he had only be charged and not yet convicted.

X. **ADJOURNMENT** – Meeting was adjourned at 8:08 PM.