SKIPPACK TOWNSHIP
BOARD OF SUPERVISORS

Meeting Minutes
October 14, 2026

BOARD OF SUPERVISORS		TOWNSHIP STAFF	
Karen Lynch, Chair	Present	Alice Eastmure, Manager	Absent
Marian Ellis	Present	Justin Stottlar, Asst Manager	Present
Barbara McGinnis	Present	Joseph Kuhls, Esq.	Present
Bob Rau	Present	Tim Woodrow, PE	Present
Justin Glennon	Present	Matt Wanamaker, AICP	Present

Chair, Karen Lynch welcomed everyone to the Board of Supervisors and called the meeting to order at 7:00 PM. Lynch led the Pledge of Allegiance.

I. ANNOUNCEMENT OF EXECUTIVE SESSION

Karen Lynch announced that the Board discussed human resource issues in Executive Session prior to the meeting.

II. PRESENTATIONS

A. Traisr – Essam Hafiz – Gave a presentation on the Traisr Software System, a mapping system that assists townships with bringing together their permits, inspections, assets, work orders and MS4 while improving staff time, revenue and fewer systems to run.

B. Boyle Construction – Christopher Haller – Provided an assessment of Township Administration Building's roof. HVAC & geothermal system, meeting room audio & visual system, meeting room lighting system and sprinkler system and presented a Capital Maintenance Plan.

III. PUBLIC SAFETY REPORTS

A. Skippack EMS – Barry Evans, President of SEMS – Dispatched 250 calls in September 2026

B. Skippack Fire Company – Haydn Marriott – Dispatched to 44 calls in August and September 2026.

IV. PUBLIC COMMENT

A. Joseph Mahr – Inquired if electronic funds transfer option could be made available for paying taxes. Mahr was informed that this is currently available.

B. Tanya Kateusz – Questioned the security of the Traisr system presented.

V. APPROVAL OF MINUTES

A. Motion was made by Justin Glennon, seconded by Barbara McGinnis to approve September 9, 2026, Board of Supervisors meeting minutes. All were in favor, motion carried.

VI. ADMINISTRATIVE ACTIONS

A. Treasurer's Report as of September 30, 2026 – Motion made by Barbara McGinnis, seconded by Bob Rau to accept the Treasurer's Report as presented. All were in favor, motion carried.

B. Approval of Bills September 9 – October 13, 2026

General Fund	$	321,891.36
EMS	$	0
Open Space	$	52,342.63
Sewer Fund	$	164,121.37
Capital	$	18,367.11
Escrow	$	8,823.92
Total All Funds	$	565,546.39

Motion was made by Marian Ellis, seconded by Barbara McGinnis, to approve the bills listing for September 9 – October 13, 2026. All in favor, motion carried.

VII. PROFESSIONAL STAFF REPORTS

A. Township Engineer

1. Frecon Farm gave presentation on intentions of plan for 1295 Cressman Road, for farm to table retail store. Conditional Use Hearing to be held in November.
2. Discussion held on 4388 Skippack Pike – Land Development – R&R Martino, requesting to begin demolition and grading now.
3. Motion was made by Justin Glennon, seconded by Barbara McGinnis for approval to advertise for the 2026/27 Snow Bids. All were in favor, motion carried.
4. Motion was made by Justin Glennon, seconded by Bob Rau to approve bid award to Scott Contractors in the amount of $132,863.00 for sewer infrastructure improvements at Rt 73 and Church Rd. All were in favor, motion carried.
5. Motion was made by Bob Rau, seconded by Barbara McGnnis to authorize bidding of the pole barn improvement project for the public works department. All were in favor, motion carried.
6. Motion was made by Justin Glennon, seconded by Marian Ellis to approve payment application No. 1 to Ply-Mar in the amount of $103, 792.25 for the ADA ramp work at Mill Rd & Caredean Rd, Kratz Rd. & Creamery Rd. All were in favor, motion carried.

B. Township Solicitor

1. Motion was made by Bob Rau, seconded by Barbara McGinnis, to approve the Road Salt Supply Agreement for the winter of 2026/27 season to the low bidder, Morton Salt, at a price of $73.44 per delivered ton and $73.00 per non-delivered ton, subject to review by the solicitor and award of the bid by the Montgomery County Consortium of Communities at its meeting on October 8, 2026. All were in favor, motion carried.
2. Motion was made by Justin Glennon, seconded by Marian Ellis to adopt Ordinance #375, an ordinance to amend the Skippack Code of Ordinances relative to data centers and data center accessory uses.. All were in favor, motion carried.
3. Motion was made by Bob Rau, seconded by Barbara McGinnis to adopt Ordinance #376 an ordinance of Skippack Township ("the Township") authorizing execution of a Cable Franchise Agreement between the Township and Verizon Pennsylvania LLC ("Franchise). All were in favor, motion carried.

C. Township Planner

1. Discussion and review of Solar Panels and Fields.

D. Township Manager

1. Motion was made by Marian Ellis, seconded by Bob Rau to approve the release of funds to Major Construction in the amount of $35,075.00 for the new roof at Skippack Emergency Medical Services (SEMS). All were in favor, motion passed.
2. Motion was made by Justin Glennon, seconded by Bob Rau to approve the special event permit for the "Love the Perky 5 Miler" on February 14, 2027, hosted by the Perkiomen Watershed Conservancy. All were in favor, motion carried.
3. Motion was made by Marian Ellis, seconded by Bob Rau to approve Resolution #2026-25 authorizing the submission of an application to the Commonwealth Financing Authority for funding through the statewide local share account (LSA) program for refurbishing an ambulance. All were in favor, motion carried.
4. A report was given on the highlights of the 2026 MS4 Annual Report. It was noted that Skippack Township has become a good model for the County.
5. Update was given on the new sewer bills and payment system:
    - **Utility Billing System:** Our new utility billing system went live on October 5, and the transition went smoothly.
    - **Online Customer Portal:** The new online portal is now active. Instructions on how to register for an online account are available in packets on the back table and will also be posted online.
    - **Sample Bills:** Sample bills have been sent to all residents to help explain how to read the new sewer bill.

- **New Account Numbers:** Residents have been assigned new account numbers, which can be found on their new bills.
- **Sewer Bill Mailing:** Sewer bills have been mailed and are expected to arrive during the week of October 19. Since we are working with a new third-party printing company, there may be a slight delay with this first mailing. We appreciate everyone's patience.
- **Payment Options:** Payment options remain the same. Residents can mail a check, place a payment in the outdoor safety drop box, or pay in person at the Finance window using cash, check, or credit card. Please note that cash payments can only be made in person.
- **Closing Reminder:** Once you receive your new sewer bill, please review your account number and make your payment by the due date.

6. Event: Skippack Township Pumpkin Patch - Friday, October 16th, 6 to 9 PM, 4013 Skippack Pike, Skippack Village, in front of EveryHome Realtor. This will be participating in the Skippack Night Market

7. Event: Blood Drive - Wednesday, October 21st, 1 to 6 PM at the Skippack Township Administration Building, 4089 Heckler Rd, Collegeville. Schedule at RedCrossBlood.org

8. Event: Skippack Fall Festival – Saturday, October 24th, 11 AM to 4 PM at Cholet Farm, 4109 Creamery Road, Collegeville.

9. Update given on Storybook Trail project progress.

VIII. OLD BUSINESS – None.

IX. NEW BUSINESS

A. Discussion was held regarding the vacancy on the Environmental Advisory Committee (EAC) and a potential candidate that will be shared with the rest of the Board. It was also noted that the Park and Recreation Board has an opening. Volunteers are encouraged to apply.

X. PUBLIC COMMENT – None

XI. FROM THE COMMENTS BOARD

Justin Glennon stated he is proud of the work the Board has done this year.

Karen Lynch wished everyone a happy and safe Halloween. She also reminded everyone that Election Day is on November 3rd.

Barbara McGinnis echoed Lynch's comment on Election Day. Get out and vote.

XII. ADJOURNMENT – Motion for adjournment was made by Barbara McGinnis, seconded by Justin Glennon at 9:07 PM. All were in favor, meeting was adjourned.