



# **SKIPPACK TOWNSHIP** **BOARD OF SUPERVISORS**

Meeting Minutes  
May 8, 2024 – 7:00pm

## **BOARD OF SUPERVISORS**

Paul Fox, Chairman	Not 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	Present
Chris Lincoln, P.E.	Present

**7:00pm** – Vice Chair Nick Fountain called the meeting to order and led the Pledge of Allegiance.

### **REGULAR MEETING:**

#### **I. ANNOUNCEMENT OF EXECUTIVE SESSION**

Mr. Fountain announced that the Board discussed personnel and potential land acquisition at an Executive Session prior to the meeting.

#### **II. PUBLIC COMMENT**

Mr. Fountain read a statement regarding a letter the Board received from Senator Tracy Pennycuik concerning an idea to relocate the Pottstown Homeless Encampment to the grounds of SCI Phoenix. Without objection, he directed Mr. Kuhls to draft a resolution in opposition to the idea for potential action at the next meeting.

David Brandaz expressed concerns regarding the communication platform used by the supervisors to receive feedback from constituents on Township issues.

Liz Ferry spoke on behalf of Senator Pennycuik to share her opposition to the idea posed to relocate the homeless to the prison grounds. She expressed that the Senator looks forward to working with all stakeholders to find a solution to this issue.

Bob Rau expressed concern with the state's conveyance of information and shared his appreciation for a united front against relocating the homeless due to lack of resources.

A resident inquired if the Board was fully aligned in opposition to the encampment on the prison property.

Bob Haarmeyer expressed his objection to the situation, particularly due to concerns with his property value, as he resides near the prison.

Tanya Kateusz requested that the meetings be videotaped for residents who are unable to attend in person. Ms. Kateusz also inquired about the status of the new website launch.

**III. APPROVAL OF MINUTES**

- A. Motion made by Ms. McGinnis, seconded by Ms. Ellis, to approve the April 10, 2024, Board of Supervisors minutes. All in favor, motion carried.

**IV. ADMINISTRATIVE ACTIONS**

- A. Ms. Tracy Nonamaker, Finance Director, shared that after reviewing the Treasurer’s Report, we were on track to where we should be, and everything looks good. She also noted that in May the Township received about \$66,000 in real estate transfer tax from the airport development and more will be received each time a house is sold.

- B. Approval of Bills Paid April 11 – May 7, 2024

General Fund	\$ 22,022.24
Sewer Fund	\$ 113,194.06
Open Space Fund	\$ 2,334.43

Motion made by Ms. McGinnis, seconded by Ms. Lynch, to approve the bills paid April 11-May 7,2024. All in favor, motion carried.

- C. Bills to be Approved for Payment on May 8, 2024

General Fund	\$ 92,393.82
Sewer Fund	\$ 3,305.98
Open Space Fund	\$ 6,387.53

Motion made by Ms. McGinnis, seconded by Ms. Ellis, to approve the bills to be paid on May 8, 2024. All in favor, motion carried.

- D. Consideration and potential action upon Resolution 2024-18 authorizing the Defeasance and Redemption of the Township’s outstanding General Obligation Bonds, Series of 2019, and distribution of funds as outlined in the May 8, 2024 Defeasance Sale Document and related Escrow Agreement. – Jamie Schlesinger, Manager Director from PFM Financial Advisors, LLC, spoke to his recommendation to pay off the balance of the general obligation bond. Motion made by Ms. MsGinnis, seconded by Ms. Lynch, to approve Resolution 2024-18 authorizing the Defeasance and Redemption of the Township’s outstanding General Obligation Bonds, Series of 2019, and distribution of funds in the May 8, 2024 Defeasance 2024, Document and related Escrow Agreement. All in favor, motion carried.

**V. PROFESSIONAL STAFF REPORTS**

**A. Township Engineer**

- 1. Consideration and potential authorization to seek bids for Skippack Trail Improvements and repaving – Mr. Woodrow shared that after the road improvement contract was awarded, there were some extra funds leftover because the bids came in lower than expected. The public works department suggested that some areas of the trail be repaved using these funds. Mr. Woodrow requested authorization to prepare bid specifications for the trail repaving as suggested.

Motion made by Ms. McGinnis, seconded by Ms. Lynch to authorize Mr. Woodrow to prepare bid specifications for Skippack Trail Improvements and repaving. All in favor, motion carried.

2. MS4/Stormwater Cholet Streambank Stabilization Update – Mr. Woodrow provided an update on the MS4 permit requirements and the Skippack Creek Alliance, which meets quarterly, and their obligations to improve the water quality of Skippack Creek. The alliance is seeking grant funds to complete the projects that are being done to fulfill these requirements. He noted that Skippack Township has an obligation to pay their proportional share of those projects. Mr. Woodrow shared that the third project on their list is the restoration of the stream bank at Cholet Pond. The next step will be a conversation regarding the design and permitting. The cost for the permitting will be shared proportionally among the alliance.
3. Consideration and potential authorization to seek bids for reforestation and dead ash tree removal at Lenape Park and Creek Road open space – Mr. Woodrow shared that the first step to removing the dead hazard trees would be to seek proposals and bids for their removal. In addition to Lenape Park, the Creek Road property has many ash trees that need to be removed. Mr. Woodrow also shared that the Township is working with Perkiomen Watershed Conservancy for replanting those areas and volunteer efforts the organization can help provide to plant after the tree removal is complete. Motion made by Ms. McGinnis, seconded by Ms. Ellis, to authorize Mr. Woodrow to seek bids for reforestation and hazardous tree removal at Lenape Park and Creek Road. All in favor, motion carried.

**B. Township Solicitor**

1. Consideration and potential authorization to use American Rescue Plan Act (ARPA) funds for Skippack Fire Company equipment purchases, estimated in the amount of \$73,875.92 – Mr. Kuhls noted that the description of the specific equipment purchases being requested by Skippack Fire Company was provided at the previous month’s meeting. Motion made by Ms. McGinnis, seconded by Ms. Lynch, to approve use of ARPA funds for Skippack Fire Company equipment purchases, estimated in the amount of \$73,875.92. All in favor, motion carried.

**C. Township Planner**

1. No report – Comprehensive Plan updates will be starting next month

**D. Township Traffic Engineer**

1. Mr. Lincoln, Township Traffic Engineer, spoke about the need for improvements at the intersection of Route 113 and Route 73, including the bridge on Route 113 south of the intersection. He noted that Skippack Fire Company has shared concerns about driving their trucks over that bridge. Mr. Lincoln also noted that there are grant opportunities available from the state, including the PennDOT Multi-Modal grant program and the Statewide Local Share Account Funding program.

2. Consideration and potential authorization for Traffic Planning and Design, Inc. (TPD) move forward with updating the design for improvements at the intersection of Route 113 and Route 73 – Motion made by Ms. Lynch, seconded by Ms. McGinnis, to authorize TPD to move forward with updating the design for improvements at the intersection of Route 113 and Route 73, including the bridge just south of the intersection on Route 113. All in favor, motion carried.
3. Consideration and potential authorization for TPD to assist the Township with the application for the DCED Multimodal Transportation Fund (MTF) Grant for funding to improve the intersection of Route 113 and Route 73 as per the updated design – Motion made by Ms. McGinnis, seconded by Ms. Ellis, to authorize TPD to assist the Township with the application for the DCED MTF grant for funding to improvement the intersection of Route 113 and Route 73 as per the updated design. All in favor, motion carried.

**E. Township Manager**

1. Consideration and potential authorization of Pennoni, Inc. to provide professional services to complete the Skippack Township Comprehensive Plan update as outlined in their proposal – Motion made by Ms. McGinnis, seconded by Ms. Ellis, to approve Pennoni, Inc. to provide professional services to complete the Skippack Township Comprehensive Plan update as outlined in their proposal. All in favor, motion carried.
2. Consideration and potential action upon Special Event Permit application for ‘rideATAXIA Philly’ charity bike ride to raise money for Friedreich’s Ataxia Research Alliance on Sunday, October 6, 2024, from 8am-12pm. The ride begins and ends at Montgomery County Community College and includes roads in Skippack Township – Motion made by Ms. McGinnis, seconded by Ms. Ellis, to approve a Special Event Permit for ‘rideATAXIA Philly’ charity bike ride to raise money for Friedreich’s Ataxia Research Alliance on Sunday, October 6, 2024, from 8am-12pm. The ride begins and ends at Montgomery County Community College and includes roads in Skippack Township. All in favor, motion carried.
3. Consideration and potential action upon Special Event Permit application for ‘Spring Wine Fest’ held by Winetober Fest on Saturday, May 18, 2024, from 12-5pm at 4038 Skippack Pike – Motion made by Ms. McGinnis, seconded by Ms. Lynch, to approve a Special Event Permit application for ‘Spring Wine Fest’ held by Winetober Fest on Saturday, May 18, 2024, from 12-5pm at 4038 Skippack Pike. All in favor, motion carried.
4. Consideration and potential authorization for Skippack Fire Police to assist with the Borough of Trappe Memorial Day Parade on May 27, 2024 – Motion made by Ms. McGinnis, seconded by Ms. Ellis, to approve Skippack Fire Police to assist with the Borough of Trappe Memorial Day Parade on May 27, 2024. All in favor, motion carried.
5. Letter from Perkiomen Valley Library thanking the Board for their continued support and request for annual financial investment of \$3,000 – Ms. Eastmure shared a letter from Perkiomen Valley Library thanking the

Board for their continued support. Perkiomen Valley Library also requested the annual donation of \$3,000 from the Township.

**VI. PUBLIC SAFETY REPORTS**

**A. Skippack EMS Monthly Report**

Barry Evans, Skippack EMS president, shared that grant applications for equipment needs had been denied. He shares the calls for the month of April, which included 14 prison calls. Mr. Evans also noted that they are still working on contract negotiations with SCI Phoenix.

**VII. OLD BUSINESS**

There was no old business.

**VIII. NEW BUSINESS**

There was no new business at this time.

**IX. COMMENTS FROM THE BOARD**

Ms. Lynch stated that Dr. Barbara Russell shared that the Perkiomen Valley School Board approved the Montgomery County Intermediate Unit (MCIU) to provide the educational services and programming for the Youth Development Center at SCI Phoenix. Ms. Lynch shared that the center is scheduled to open in July and host 10 to 12 residential students, up to a maximum of 48 students. Ms. Lynch also shared that in 1998, 40 acres owned by the John and Alice Corkum family were permanently preserved in Skippack as part of the Montgomery County Land Preservation Act (also known as the Farmland Preservation Program). In 2022, 44 more acres were set aside as the Black's Farm Trust. Ms. Lynch also spoke regarding virtual meeting attendance and requests to record or stream the meetings. She shared that many neighboring municipalities do this and suggested that if further constituent input is needed, it be added to a future survey.

Mr. Fountain shared that he had an interview with PSATS for their Township Supervisor magazine regarding the contest that was held with the Skippack Elementary School fifth graders to design a flag for the PSATS Parade of Flags at their annual conference. He stated that the flag and contest received a lot of positive feedback, and that next year, PSATS will be holding their own flag contest for all the townships across Pennsylvania.

**X. ADJOURNMENT** – The meeting was adjourned at 8:31pm.