



SKIPPACK TOWNSHIP BOARD OF SUPERVISORS

Meeting Minutes

April 8, 2026

BOARD OF SUPERVISORS

Karen Lynch, Chair	Present
Marian Ellis	Present
Barbara McGinnis	Present
Bob Rau	Present
Justin Glennon	Present

TOWNSHIP STAFF

Alice Eastmure, Manager	Absent
Justin Stottlar, Asst Manager	Present
Joseph Kuhls, Esq.	Absent
Tim Woodrow, PE	Present
Jamie Magaziner, AICP	Present

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

I. ANNOUNCEMENT OF EXECUTIVE SESSION

Karen Lynch announced that the Board discussed personnel in Executive Session prior to the meeting.

II. PRESENTATIONS

- A. **State Senator Pennycuik & State Representative Bradford** – a check was presented to the Board of Supervisors representing \$1,103,966.00 in grant monies received by Skippack Township for the Perkiomen Creek Road Bridge Replacement and Skippack Trail Improvement projects.
- B. **Boyle Construction, Inc.** – Presented by Karen Duerholz and Christopher Haller – presented on the benefits of a Construction Manager as Agent (CMA), scope of services, experience, company history and recent projects.
- C. **Keystone Municipal Services** – Rich O’Brien – Gave an update on the progress made towards the fire inspection and rental property inspection processes and ordinances. Additionally, he noted that they would be meeting with the Skippack business group on April 17th to discuss the proposed ordinances.

III. PUBLIC SAFETY REPORTS

- A. Skippack EMS - Barry Evans, President of SEMS – Dispatched to 81 calls in March.
- B. Skippack Fire Company – Haydn Marriott – Dispatched to 54 calls in February and March.

IV. PUBLIC COMMENT

- A. Eric Rehling, local realtor and member of the PA Association of Realtors, spoke regarding concerns regarding the fire inspection and rental property ordinances. He stated although he understands the safety aspects of it all, that the costs that will be associated with this process for owners and renters should be considered while creating and implementing these ordinances.
- B. Erik Morris of the Perkiomen Valley Soccer Club expressed gratitude to the Board of Supervisors and township staff for assisting with the much-needed soccer field repairs and additional space.
- C. Joseph Maher of Meadow Glen expressed appreciation for the completion of the crosswalk at Cross Rd and Spencer Rd, and stated that they would be having a ribbon cutting on April 30 at 11 AM.

V. APPROVAL OF MINUTES

- A. Motion made by Bob Rau, seconded by Barbara McGinnis, to approve the minutes of March 11, 2026, Board of Supervisors meeting minutes. All in favor, motion carried.

VI. ADMINISTRATIVE ACTIONS

- A. Treasurer's Report as of March 31, 2026 – Motion made by Barbara McGinnis, seconded by Marian Ellis, to accept the Treasurer's Report as presented. All in favor, motion carried.

- B. Approval of Bills March 11 – April 7, 2026

General Fund	\$ 262,388.33
Open Space Fund	\$ 6,533.96
Parks & Rec Fund	\$ 3,783.38
Sewer Fund	\$ 116,757.91
Total All Funds	\$ 389,463.58

Motion was made by Bob Rau, seconded by Justin Glennon, to approve the bills listing for March 11 – April 7, 2026. All in favor, motion carried.

VII. PROFESSIONAL STAFF REPORTS

A. Township Engineer

- 1. Motion was made by Barbara McGinnis, seconded by Bob Rau to approve the 85 Township Line Rd Hallmark Sewer Connect. All were in favor, motion carried.

2. Motion was made by Justin Glennon, seconded by Marian Ellis, to approve the scheduling of a Conditional Use Hearing on 2031 Cressman Road - Pond View Capital LLC for May 13th at 6:30 PM with the Board of Supervisors meeting. All were in favor, motion carried.
3. Motion was made by Justin Glennon, seconded by Marian Ellis, to amend the agenda for the topic of discussion for consideration and potential action to state Streambank Restoration of the Skippack Creek Tributary at Cholet Farm for a total cost in 2026 being \$87,700.00 to be split between five townships in the consortium giving a financial responsibility to Skippack Township of \$17,540.00. All were in favor, motion carried.

Motion was made by Bob Rau, seconded by Barbara McGinnis, to approve \$17,540.00 for the Streambank Restoration of the Skippack Creek Tributary at Cholet Farm in 2026. All were in favor, motion carried.

4. Motion was made by Justin Glennon, seconded by Barbara McGinnis, to accept the bid for ADA ramps project at Mill Rd. and Caradean Dr., Colledgeville Rd, Kratz Rd. and Creamery Rd from Plymar Construction for \$117,000.00. All were in favor, motion carried.
5. The consideration and potential action were discussed regarding assigning an owner's representative to assist with the administration building project. This issue was tabled. No vote was taken.
6. Motion was made by Bob Rau, seconded by Marian Ellis, to approve Spencer Road and Cross Road Crosswalk payment application #2 of \$90,518.29 and change order #2 of \$8,729.08 to Lenni Electric. All were in favor. Motion carried.
7. Township engineer noted that the redevelopment of 505 Bridge Road (Gypsy Rose property) is progressing with Fox Lane Homes for 14 town homes. They will appear before the Planning Commission on April 20, 2026. Additionally, it was noted that the builder is giving the public an opportunity to come out and ask them questions on April 13 at the Parc Bistro.
8. Township engineer updated that the Bocce Court is 99% complete. The contractor and bocce club are meeting to review the project.
9. The Palmer Park Playground project is going well and should be completed by next month, providing the weather stays good. Temporary fencing has been put up to protect the project and the public.

B. Township Solicitor

1. Motion was made by Bob Rau, seconded by Barbara McGinnis to approve the Park & Recreation Board Ordinance #368 – an ordinance to amend the code of the Township of Skippack, Chapter 49, Recreation Board to modify the required number of members from five to seven; and more specifically enumerate procedures and responsibilities. All were in favor, motion carried.
2. Motion was made by Marian Ellis, seconded by Bob Rau, to pass Resolution #2026-15 - Empowering and directing the appointment of a liaison between Skippack Township and Berkheimer Associates, the duly appointed collector of local taxes, for the express purpose of sharing confidential tax information with the township for official purposes. This is required for our Finance Department to obtain access to the Berkheimer Data Portal. All were in favor, motion carried.
3. Motion was made by Bob Rau, seconded by Barbara McGinnis, to pass Resolution #2026-16 – Authorizing participation in the Governor’s Center for local government services technical assistance program to develop a 5-year financial plan for Skippack Fire Company and authorizing the Board of Supervisors Chair to execute a letter of understanding.

C. Township Planner

1. Jamie Magazine, AICP, with Pennoni, discussed a proactive approach to handling data centers ordinances. Over the next month they will work to present a proposed ordinance for Skippack Township.

D. Township Manager

1. Motion was made by Bob Rau, seconded by Barbara McGinnis, to authorize an annual donation to Perkiomen Valley Library at Schwenksville in the amount of \$6,000.00. All were in favor, motion carried.
2. Motion was made by Bob Rau, seconded by Marian Ellis, for use of Skippack Township roadways for the 2026 Million Dollar Bike Ride benefiting the Orphan Disease Center on Saturday, June 13, 2026. Roadways will be marked on June 12 and removed on June 14. This will only be for the 50- and 70-mile portions of their race. All were in favor, motion carried.
3. Motion was made by Barbara McGinnis, seconded by Justin Glennon to approve the 2026 Skippack Lions 5K and 1 Mile Fun Run event to be held on Saturday June 27, beginning at 4:30 PM. All were in favor, motion carried.
4. Motion was made by Bob Rau, seconded by Justin Glennon, to approve the 4th of July Parade and Firework events. All were in favor, motion carried.

5. A report was given on 2026 Township priorities:
 - A. Administration Building Repairs – Nothing to report.
 - B. Open Space – Nothing to report.
 - C. Rt 113 Aging Sewer Improvements – Nothing to report / update.
 - D. Rt 113 & 73 Property Improvements – Cleaning up. Discussed temporary options / beautification until intersection improvements begin.

6. Update on Additional Township Projects:
 - A. Soccer Fields – Nothing further to report. Working on getting information to repair turf.

 - B. Lower Garage Insulation Project – to protect equipment was discussed. Put on next agenda to possibly move project forward.
 - C. Electronic Recycling Event on April 23, 2026, from 12-2 PM at the Skippack Township Building.
 - D. Rain Barrel Workshop in partnership with the Perkiomen Watershed Conservancy on May 14, at 6:30 PM at the Skippack Township Building.
 - E. Summer Kick-Off Concert featuring AM Radio Tribute Band on May 21 at 6 PM.

VIII. OLD BUSINESS – None.

IX. NEW BUSINESS – None.

X. PUBLIC COMMENT

Tanya Kateusz expressed concern over where information is on the website and how it is posted.

XI. FROM THE COMMENTS BOARD

Justin Glennon commented that all the information is posted on the website and that access to information has come a long way.

Marian mentioned the e-newsletter that goes out monthly also highlights all upcoming events. Marian also shared information on the “I Voted” Sticker Design Contest being held by Montgomery County, PA.

Karen Lynch thanked Danielle D’Angelo for her work coordinating our best attended Easter Egg Hunt. She also announced that the Spring/Summer Newsletter will be coming out soon.

Karen Lynch also brought to the attention of residents that there has been an increase of criminal activity in Skippack Township which included six stolen cars. She included basic safety tips: Always lock the doors to your car and home. Close your car windows all the way when you leave it. Do not leave your car running and unattended. Do not leave keys, key fobs and garage door openers in your car. Remove your valuables and personal information when the car is unattended. Lighting around the exterior of your home is a great deterrent. Consider leaving exterior lights on at night.

Karen Lynch stated that the season of outdoor music has begun. A letter will be sent to all establishments that regularly have music reminding them of the guidelines for live music. She personally committed to visiting each establishment and having conversations about it.

Karen Lynch noted that in the month of April hosts Earth Day on April 22nd. Shout out to the Perkiomen Watershed Conservancy for their ongoing good stewardship of our environment. They have their upcoming annual Spring Perkiomen Creek Cleanup on Saturday, April 11, 2026.

- XII. ADJOURNMENT** – Motion for adjournment was made by Bob Rau, seconded by Barbara McGinnis at 9:12 PM. All were in favor, meeting was adjourned.