



West Pikeland Township
1645 Art School Road
Chester Springs, Pennsylvania
Board of Supervisors
February 6, 2023

ATTENDING BOARD OF SUPERVISORS	ATTENDING TOWNSHIP PERSONNEL
Noreen Vigilante, Chair	Barbara Kelley, Township Manager
Steven Costa, Vice Chair	Dorene Guistwhite, Township Treasurer
Harold Hallman III, Supervisor	Amy Fulton, Township Secretary
Carin Mifsud, Supervisor	Shane Clark, Chief of Police
Richard Bright, Supervisor	

Ms. Vigilante called the meeting to order on February 6, 2023, at 7:30 PM and led the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Costa motioned to approve the agenda with the following change: to table the Storage Facility Update under Unfinished Business. The motion was seconded by Dr. Bright and unanimously approved.

APPROVAL OF THE MINUTES

Ms. Vigilante requested of the Board any corrections to the Board of Supervisors Meeting Minutes from January 17, 2023. Ms. Vigilante motioned to approve the minutes as submitted. The motion was seconded by Mr. Costa and unanimously approved.

EXECUTIVE SESSION

Executive Session was held on February 6, 2023, to discuss legal matters.

PRESENTATION FOR TURNPIKE FILL SITE PROPOSAL

Mr. Mansman from Trumbull Corporation explained that their company plans to submit a bid for the PA Turnpike Commission Roadway and Bridge Reconstruction between mileposts 311.6 and 316.19, in which there will be an excess of natural excavation material (soil, rock, and broken concrete). If Trumbull is successful in their bid, their desire would be to create a fill site for the natural material on a township owned property near Sycamore Road that is adjacent to the turnpike. Once completed, the fill site would be a uniformly graded grass covered slope. The slope could also include shrubs and trees if the township desired. Mr. Mansman explained the approval of the fill site would take approximately nine months, and that entities such as PA DCNR and DEP would be involved to ensure Trumbull was following all regulations. While other properties were considered or could be considered for the fill site, this property was ideal because it granted direct access to the turnpike and prevented vehicles from traveling on local roads. The bid approval will take place on February 15, 2023. The work will begin late Spring 2023. Ms. Vigilante asked if a tree inventory could take place ahead of any decision. Mr. Mansman confirmed he would notify Trumbull Corporation and follow up with Township Manager, Ms. Kelley. Finally, Sarah Newman from the West Pikeland EAC pointed out that water drainage is already a growing problem within the community and was concerned that the presence of a fill site would add to the problem.

REPORTS

Ms. Mifsud on behalf of the Parks and Recreation Committee: At the February 2, 2023, Parks and Recreation Committee meeting, it was decided that three geocaches would be placed at Walnut Lane Park. It was proposed that the 2023 Egg Hunt would take place on either April 1, 2023 or April 2, 2023 at Pine Creek Park. The committee is moving forward with the disc golf course and brought in a surveyor. Both the Summer in the Park series and the Yoga in the Park series have been approved for 2023. Finally, the committee wants to strategize before applying for playground grants for Pine Creek and Walnut Lane parks.

Ms. Sarah Newman on behalf of the Environmental Advisory Council: In 2023, the EAC will focus on bird habitats and invasive species within community. They will also continue to hold roadside cleanups of Route 113. In addition, the EAC needs to maintain the trees that were planted at Pine Creek Park and Walnut Lane Park last year. To do that, materials such as 250 wooden stakes and fencing needs to

be purchased. Ms. Vigilante expressed concern that the cost of the needed materials would require two thirds of the EAC budget for the year, which is \$3,700. Ms. Mifsud recommended discussing the matter at tomorrow's EAC meeting to determine budget priorities and then follow up with the Board of Supervisors. It would then need to be approved at the next Board of Supervisors meeting on February 21, 2023.

Executive Director of Chester Springs Library, Nancy Niggel: During 2022, the total library circulation was 50,219 (which was a 3.4% increase from last year), the total door count was 19,011 (an 30% increase from last year), there were 364 programs that took place, and a third of the programs were STEM-related. The library's 2022 annual appeal raised \$14,479, which was the highest amount donated since the onset of COVID. Ms. Niggel also shared that she applied for the Story Walk grant.

With regards to the Parks and Recreation Committee, Ms. Niggel confirmed that yoga instructors have been secured for Yoga in the Park 2023. Any rain dates will be hosted indoors by either the library or the township. She also recommended that the April 2023 Egg Hunt be held at the township building since youth soccer will be taking place at Pine Creek Park on the proposed event dates.

PUBLIC COMMENT

None.

UNFINISHED BUSINESS

Doors and Step Estimate: Ms. Kelley shared that the township received three bids for to repair the theater doors. Out of the three, she recommended the Flying Locksmith. The township also received three bids to repair the theater steps. Out of those, Ms. Kelley confirmed that ERA was the most cost-effective option. Mr. Hallman motioned to approve Flying Locksmith to complete the door work and for ERA to complete the step work. The motion was seconded by Dr. Bright and unanimously approved.

Fee Schedule Discussion: Ms. Vigilante shared that the proposed fees in the first draft of the 2023 Fee Schedule did not sufficiently reimburse the Township. In response, Ms. Kelley researched the fee amounts from three other townships and made several recommendations, including instituting a \$1000 Fee in Lieu charge (a fee per unit for developments over 10 houses), instating a \$100 Yearly Contractor Fee (in order to perform work in the township), adding a Resident Fee of \$50 per day and a Non-Resident Fee of \$100 per day for use of the Pine Creek Park pavilion, and increasing the Administrative Fee from 10% to 12% to cover administrative costs. Mr. Hallman was concerned that the proposed \$100 contractor fee would create overwhelming work for township staff. Mr. Hallman motioned to approve all the recommended changes minus the \$100 Contractor Fee. The motion was seconded by Ms. Mifsud and unanimously approved.

NEW BUSINESS

Approval of Annual Planning Commission Report: Ms. Kelley explained that the PA Municipal Planning Code (MPC) requires all planning commissions to submit an annual report and plan. The 2022 report needs to be accepted by March 3, 2023. Mr. Hallman asked for the Township Secretary to add the 2022 Annual Report to the township website. Dr. Bright motioned to approve the 2022 Annual Planning Commission Report. The motion was seconded by Mr. Hallman and unanimously approved.

ANNOUNCEMENTS

The next Board of Supervisors meetings are scheduled for Tuesday, February 21, 2023, at 7:30 PM and Monday, March 6, 2023, at 7:30 PM.

ADJOURNMENT

Ms. Vigilante motioned to adjourn the meeting at 8:35 PM. The motion was seconded by Mr. Hallman and unanimously approved. Meeting was adjourned at 8:35 PM.

Respectfully submitted,

Amy Fulton
West Pikeland Township Secretary