



West Pikeland Township  
1645 Art School Road  
Chester Springs, Pennsylvania  
Board of Supervisors  
March 20, 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 March 20, 2023, at 7:30 PM and led the Pledge of Allegiance.

### **APPROVAL OF AGENDA**

Mr. Hallman motioned to approve the agenda as submitted. 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 March 6, 2023. Mr. Hallman motioned to approve the minutes with the following corrections: under New Business, change 'Windolph Mill' to 'Windolph Knoll' in two locations. The motion was seconded by Dr. Bright and unanimously approved.

### **EXECUTIVE SESSION**

Executive Session was held on March 20, 2023, to discuss legal matters.

### **REPORTS**

*Chief of Police, Shane Clark:* During the month of February, there were 443 calls handled, 801 hours worked, 6,412 miles traveled, 73 traffic citations issued, 41 warnings issued, 0 Harassment, 0 Trespassing, 1 Fraud, 0 Suspicious person, 2 Suspicious vehicle, 4 Suspicious condition.

### **PUBLIC COMMENT**

Mr. Joe Romano asked about the numerous banks closing throughout the country and if West Pikeland Township's accounts were in any jeopardy. Township Treasurer, Ms. Dorene Guistwhite, confirmed that the township accounts are in good standing and will not be impacted.

### **UNFINISHED BUSINESS**

**Storage Facility:** Ms. Vigilante shared that the due date of March 24, 2023, for Storage Facility bid submittals has been extended a week in order to encourage more contractors to participate.

**Grant Follow Up:** Township Manager, Ms. Barbara Kelley, shared that West Pikeland Township was recently awarded three grants: \$117,975 to purchase a new 2023 Ford F-600 Series truck outfitted with a dump body and plow, \$86,960 to demolish a house and construct a pavilion at Pine Creek Park, and \$54,005 for the purchase of a new 2022 Ford Expedition for the township's police department. Ms. Mifsud asked when the township should expect to receive the grant funds and how quickly does it need to spend the funds. Regarding receiving funds, Ms. Kelley shared she will receive a phone call later this week with more details. Regarding spending the funds, Ms. Kelley estimated a period of

one year. Ms. Kelley will generate a list of the funds awarded compared to current costs of vehicles and other items to be purchased and share it with the Board of Supervisors at her earliest convenience. Mr. Costa asked Ms. Kelley to work with Chief Clark to determine which vehicles to purchase with the awarded funds. Ms. Kelley will also look into grants for EV Charging stations to see if an electric vehicle would be a possibility.

#### **NEW BUSINESS**

**Bills and Treasurer's Report:** Ms. Guistwhite confirmed that in the month of February, the township had \$3.7 M in cash. The P&L was not far off budget. Earned income was below normal amounts, possibly from people not filing income tax returns. Ms. Guistwhite advised the Board of Supervisors that the township should watch its spending until it has a better idea of the earned income amount. The second quarter will provide a much clearer picture of where the budget is headed. Dr. Bright motioned to approve the Bills and Treasurer's report as submitted and pay the bills. The motion was seconded by Mr. Costa and unanimously approved.

**Approval of the 2023-24 Lawn Maintenance Bids:** West Pikeland only received one bid from DiStefano Landscape Services, Inc., who came under budget at \$28,314. Mr. Hallman asked if DiStefano submitted a performance bond. Ms. Kelley confirmed that the performance bond will be collected after DiStefano being approved. Mr. Hallman motioned to accept DiStefano Landscape Services, Inc. for the 2023-24 Lawn Maintenance Bid provided they submit a performance bond. The motion was seconded by Mr. Costa and unanimously approved.

**Approval of Resolution 2023-09 for Investment of Township Funds:** Mr. Costa explained that Resolution 2023-09 would permit the Township to have an investment of funds in several financial institutions. Mr. Costa motioned to approve Resolution 2023-09. The motion was seconded by Ms. Mifsud and unanimously approved.

#### **ANNOUNCEMENTS**

Finally, Ms. Vigilante confirmed that the next Board of Supervisors meetings are scheduled for Monday, April 3, 2023, at 7:30 PM and Monday, April 17, 2023, at 7:30 PM.

#### **ADJOURNMENT**

Ms. Vigilante motioned to adjourn the meeting at 7:45 PM. The motion was seconded by Mr. Hallman and unanimously approved. Meeting was adjourned at 7:45 PM.

Respectfully submitted,

Amy Fulton, West Pikeland Township Secretary