



West Pikeland Township
1645 Art School Road
Chester Springs, Pennsylvania
Minutes
BOARD OF SUPERVISORS
November 6, 2023, at 7:30 PM

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

I. CALL TO ORDER

- a. Ms. Vigilante called the meeting to order at 7:30pm.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

- a. Mr. Hallman made a motion to approve the agenda for the November 6, 2023, Board of Supervisors meeting. Dr. Bright seconded the motion. The motion was unanimously approved.

IV. APPROVAL OF MINUTES

- a. Mr. Hallman made a motion to approve the October 16, 2023, Board of Supervisors meeting minutes. Mr. Costa seconded the motion. The motion was unanimously approved.

V. REPORTS

a. Library Report

- i. Nancy Niggel presented the September Library Report. Ms. Niggel stated the total circulation for September was up 13.2% and the total door count was up 2%. Ms. Niggel explained that there was 25.9% more programming than 2022 and 44.4% more STEM programs than 2022.

b. Park & Rec

i. Playground (sand box)

1. Mr. Ryan Leithead gave an update on the playground/sandbox area at the Pine Creek Park. Mr. Leithead stated that all sand and playground equipment is ordered with a ship date of November 15, 2023, and delivery date of one week later. Mr. Leithead explained that the project timeline is on track and hopes to have the sandpit completed by Thanksgiving. Mr. Costa suggested that Ms. Orlor and Ms. Kelley gather logos, company names, etc. from the donors of this project to add to the Township monthly newsletter. Ms. Vigilante asked if there was going to be a plaque present at the playground/sandbox area. Mr. Leithead stated that he will take of the sign.

ii. Disc Golf



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1. Ms. Mifsud stated that they are moving forward with the disc golf tee pads. Ms. Mifsud explained that the tee pads are all level and looks very nice. Ms. Mifsud explained that it was asked if a tee box could be spray painted on the bridge in the back nine. Ms. Kelley is going to ask the engineer to see if this is acceptable.

VI. PUBLIC COMMENT

- i. Mr. Francis Barrett, president of the HOA at Wildlife Farms introduced himself to the Board. Mr. Barrett explained that he asks that St. Peter's Way be added to the 2024 Paving Contract. Ms. Vigilante explained that there is a condensed list of roads that are being paved in 2023, however, St. Peter's Way is on the list for paving. Mr. Barrett was thankful.

VII. UNFINISHED BUSINESS

a. Paving Decision

- i. Ms. Vigilante explained that the Township is still under review of the 2024 budget. Ms. Vigilante explained that the Township will have to reduce the expenditures in the 2024 paving program.

b. 2023-2024 Snow Bid

- i. Ms. Kelley stated she was asked to clarify the snow bid that the Township had received. Ms. Kelley stated that D&L Fleck will have two trucks that will be assigned to West Pikeland Township for the 2023-2024 Snow Bid Contract. Ms. Kelley stated that in previous years the Township needed an extra person to operate a Township truck, however, this year we do not need that extra operator. Ms. Vigilante stated that she recommends approving D&L Fleck's 2023-2024 snow bid contract. Mr. Hallman made a motion accept the snow bid from D&L Fleck, Inc. Mr. Costa seconded the motion. The motion passed unanimously.

c. Bids for Gazebo

- i. Ms. Orlor stated that the bids are not due to be opened until November 16, 2023, however the Township has already received one (1) from Country Lane Gazebos. Ms. Orlor explained that there were questions from the contractors about submitting a partial bid, however, the Township explained we would like a complete bid, including the concrete pad. Ms. Vigilante stated that the project might have to wait until Spring of 2024 due to the temperature dropping.

d. Storage Facility

- i. Mr. Romano stated that the trades should finish up this week. Mr. Romano explained that the PECO pole is being installed on November 20, 2023. Mr. Romano stated that the building will be energized two (2) weeks after installation. Mr. Romano stated that there



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will be a generator on site until the building is energized. Mr. Romano also stated that we are waiting on some materials, such as the slats on the roof. Mr. Romano explained he anticipates all heavy moving will be done this week. Mr. Costa asked how Mr. Romano thinks the reserve will hold up. Mr. Romano was very confident the reserve will hold. Ms. Vigilante asked when items could start to be moved over to the new building. Mr. Romano explained that we want to be sure there is nothing outstanding from the contractors before we move items over.

VIII. NEW BUSINESS

a. Tree Bids

- i. Ms. Kelley explained that the bid package was reviewed with Mr. Hallman. Mr. Hallman stated that he did not receive the last page of the package. Ms. Orlor ensured Mr. Hallman that she did not add any additional documents to the package. Mr. Hallman stated that the Board needed to approve the bid for it to be advertised. Ms. Mifsud confirmed that the hours are just an estimate. Ms. Vigilante stated that something should be drawn up regarding insurance, how much, and who should be listed. Ms. Kelley agreed to the changes. Ms. Kelley stated that the change would be made and emailed to the Board for approval. All were in favor of advertising the 2023-2024 Tree Bid.

b. Power Washing

- i. Ms. Dorene Guistwhite explained she obtained two (2) phone quotes and one (1) written quote to power wash the Township building & courtyard. Ms. Guistwhite explained the phone quotes were close to \$10,000 and the written quote was for \$6,500 (Eagle Power Wash). Mr. Hallman suggested waiting until the spring to complete the power washing. Ms. Guistwhite stated that the quotes will not be valid by then, however, she will reach out to have them give an updated quote. The Board had an idea of having Public Works getting the proper equipment and completing it ourselves. Ms. Guistwhite explained that to buy the equipment would cost more than having another company complete the job. Ms. Vigilante suggested the Township goes with Eagle Power Washing to complete the job in the spring after construction in June. The Board decided to wait until Spring 2024. Ms. Vigilante asked Ms. Kelley to reach out to the plumber to see how much it would cost to add a faucet to the side of the building.

c. Salt Doors

- i. Ms. Vigilante explained that SALT has been leaving their front doors unlocked and open. Ms. Vigilante stated that SALT states it is because the door sticks open. Ms. Vigilante stated she would like a camera installed. Ms. Mifsud stated that Ms. Kelley should ask SALT if that want to help with the cost of the camera. Ms. Kelley stated that there is an LSA grant out for security systems. Ms. Guistwhite explained a previous quote for a camera system was \$10,000. Ms. Vigilante stated we should not wait for the grant, and



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the Township should get a ring camera for each door. Ms. Vigilante spoke about potentially fining SALT and Ms. Kelley stated that would have to be added to their rental agreement. Ms. Vigilante suggested we send SALT a letter stating that the rental agreement has been updated to include the fine for doors left open, \$100 per night. Ms. Mifsud stated our first step is getting a camera estimate for the two (2) doors.

IX. ANNOUNCEMENTS

- a. Ms. Vigilante announced the next Board meeting will be Monday, November 20, and December 4, 2023, at 7:30pm.
- b. Ms. Vigilante stated that the Township needed to come up with a plan for a Christmas Tree. The final decision was to buy a real ten (10) foot tree and add lights and decorations with a commercial grade tree stand base.

X. ADJOURN

- a. Mr. Hallman made a motion to adjourn the meeting at 8:22pm, Mr. Costa seconded. The motion carried.

Respectfully submitted,

Madison Orler

Township Secretary