



West Pikeland Township
1645 Art School Road
Chester Springs, Pennsylvania
Board of Supervisors
November 21, 2022

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

Ms. Mifsud called the meeting to order on November 21, 2022, at 7:40 PM and led the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Costa motioned to approve the agenda with the following change: to remove the purchasing policy agenda item and table it for a later meeting. The motion was seconded by Ms. Vigilante and unanimously approved.

APPROVAL OF THE MINUTES

Ms. Mifsud requested of the Board any corrections to the Board of Supervisors Meeting Minutes from November 7, 2022. Mr. Costa motioned to approve the minutes as submitted. The motion was seconded by Ms. Vigilante and unanimously approved.

EXECUTIVE SESSION

Executive Session was held on November 10, 2022, to discuss personnel and real estate issues.

REPORTS

Chief of Police, Shane Clark: During the month of October, there were 526 calls handled, 867 hours worked, 6,407 miles traveled, 42 traffic citations issued, 32 warnings issued, 0 Harassment, 1 Warrant Service, 0 Trespassing, 1 Suspicious person, 1 Suspicious vehicle, 3 Suspicious condition, 1 Disturbance and 0 Recovered Stolen Vehicle.

PUBLIC COMMENT

None.

UNFINISHED BUSINESS

Storage Facility Design: Ms. Vigilante motioned to approve the storage facility design as submitted. The motion was seconded by Mr. Bright. Ms. Mifsud and Mr. Costa responded aye. Mr. Hallman responded nay. The motion passed.

2023 Budget: Mr. Hallman motioned to approve the proposed 2023 Budget as submitted for public display. The motion was seconded by Ms. Vigilante and unanimously approved.

NEW BUSINESS

Bills and Treasurer's Report: Township Treasurer, Ms. Guistwhite, shared that the income and expenses are listed in the new requested format to reflect actual and forecasted amounts. Mr. Hallman inquired about investing in Certificate of Deposit accounts (CDs). Ms. Guistwhite stated that she would like to work with Mr. Costa to come up with parameters and put a policy in place to provide guidance on investing in CDs. Mr. Costa motioned to approve the Bills and Treasurer's report as submitted. The motion was seconded by Mr. Bright. Ms. Mifsud and Ms. Vigilante responded aye. Mr. Hallman abstained from voting due to a conflict of interest with WEX Bank bills dated 11/1/2022 and 11/14/2022.

Tree Bids: Ms. Kelley shared that Bannan Tree and Landscape LLC was the primary recommendation to perform township tree work based on their price quote and past working experience with the township. She also suggested having 4 Seasons Arborscapes LLC serve as a secondary contractor option for emergency situations. Ms. Mifsud suggested establishing a price threshold for all future small-scale projects. A threshold will be set by the supervisors at a later date. Larger projects can be advertised for public bid. Mr. Bright motioned to approve Bannan Tree and Landscape LLC as the 2022-2023 tree work contractor. The motion was seconded by Ms. Vigilante and unanimously approved. No secondary contractor was determined.

ANNOUNCEMENTS

The next Board of Supervisors meetings are scheduled for Monday, December 5, 2022, and Monday, December 19, 2022, at 7:30 PM.

Ms. Mifsud wished a Happy Thanksgiving to all.

ADJOURNMENT

Mr. Hallman motioned to adjourn the meeting at 8:00 PM. The motion was seconded by Ms. Vigilante and unanimously approved. Meeting was adjourned at 8:00 PM.

Respectfully submitted,

Amy Fulton

West Pikeland Township Secretary