



West Pikeland Township  
1645 Art School Road  
Chester Springs, Pennsylvania  
Board of Supervisors  
May 1, 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	Shane Clark, Chief of Police
Carin Mifsud, Supervisor	
Richard Bright, Supervisor	

Ms. Vigilante called the meeting to order on May 15, 2023, at 7:30 PM and led the Pledge of Allegiance.

### **APPROVAL OF AGENDA**

Ms. Vigilante added the subject of Zoning Hearing Board under New Business and Mr. Hallman added the subject of Sycamore Lane pipe replacement under New Business. Mr. Hallman motioned to approve the agenda with changes. The motion was seconded by Ms. Mifsud and unanimously approved.

### **APPROVAL OF THE MINUTES**

Ms. Vigilante asked the Board for any other corrections to the Board of Supervisors Meeting Minutes from May 1, 2023. Ms. Vigilante motioned to approve the minutes. The motion was seconded by Mr. Costa and unanimously approved.

### **EXECUTIVE SESSION**

Executive Session was held on May 1, 2023, to discuss personnel and real estate matters.

### **REPORTS**

#### **EAC**

Mr. Maher stated the cleanup scheduled for April was canceled due to the weather and it will be rescheduled. The VPP grant preliminary report will be presented to the Board of Supervisors as a draft for committee and township leadership input. The report will be presented to the Board of Supervisors for approval in June.

#### **Library**

Nancy stated that there was a two percent (2%) WIFI use in April. The written report has our statistics for your review. The library is participating in the Historical Yellow Springs Art in the Village Day this month. Yoga in the Park is starting this month. Report is on file.

#### **Park and Recreation**

Ms. Mifsud stated that she addressed the EAC concerns on the disc golf course and now EAC needs to address the Park and Recreation issues, such as the size of the shrubs and cages. Ms. Mifsud said the identified cages need to be moved and the shrubs need to be cut down by this weekend. Mr. Maher agreed that these shrubs need to be cut. Mr. Hallman asked what the timeline of the cages was being fixed and Mr. Maher stated it will be done by the weekend. Sam is working on a map of disc golf.

Ryan Leithead stated the sand pit was approved as 16x16 with the equipment. Craftworks is donating the Pagoda over the sand pit. Dan Daily is working on the drainage and stormwater issues of the location of the sand pit. Mr. Leithead and the Township Manager are meeting to discuss the grants.

### **PUBLIC COMMENT**

There were no public comments.

### **UNFINISHED BUSINESS**

**Administrative Electrical Estimates:** Ms. Vigilante stated the lights and emergency exits need to be updated in the Administration building. Ms. Mifsud asked about the walkway. Ms. Kelley responded that those lights are not included in this bid project. Ms. Kelley stated that Chico Electric bid the maximum amount of funds that it would take depending on what he will find the theater when replacing the lights. Ms. Kelley said that Mr. Chico said that replacing a light in the theater cannot be determined since one light might take 15 minutes and another will take 1 hour so he based his bid on the knowledge of the location with the maximum amount that could be expected. All three bidders were given a tour. It was discussed that the bids were different, and it was hard to determine what each contractor was pricing for what items that were needed. The Board of Supervisors asked Ms. Kelley to tour the building, count the number of lights and send out a specific bid sheet for contractors to complete.

**Palmer House Demo:** Dr. Bright made the motion and Mr. Costa seconded the motion for discussion. Palmer House demolition bids sheets were discussed. Mr. Hallman asked about time and material rates. Ms. Kelley will investigate the cost of fencing. It was stated that Public Works can provide seeding after the compacting is done for the arrival of the pavilion. The storage facility excavator will stockpile the dirt near the house for the chosen excavator to place and compact the dirt, after the demolition of the Palmer House. A new pavilion is included in the grant. Ms. Vigilante asked for the vote, and the final vote was 3-2, with Mr. Hallman and Mr. Costa voting no. Mr. Costa expressed concerns regarding inconsistencies with the bid responses and recording and that some bidders failed to meet bid specifications and should be disqualified. Mr. Hallman expressed concern about the inconsistencies with the bid and the unknowns that should have been included in the bid specification.

**Administrative Building Improvements:** Ms. Kelley asked the Supervisors to waive land development. Ms. Kelley stated that waiving land development eliminates the need to send the plans to the Planning Commission, County and Phoenixville Regional Planning Commission. Dr. Bright made the motion to waive land development for the Wall project, and Ms. Mifsud seconded the motion. The motion passed unanimously.

**Paving Update:** May 3, 2023, at 10am is the pre-bid meeting on zoom and the Bid Opening is scheduled for May 11, 2023.

**1546 Mallard Lane:** Guy Donatelli and the owner's lawyer finalized the contract which is in your packet. Mr. Hallman made a motion to approve the contract and Ms. Mifsud seconded the motion, passed unanimously.

**Planning Grant Funds Approval:** Ms. Vigilante asked where the extra money was coming from in the budget. Ms. Kelley stated that the \$5,000 can be taken from the sale of the police vehicle or the maintenance fund. The total budget of the grant is \$60,000 with this extra \$5,000; the township is committing \$15,000. Mr. Costa made the motion for approval of the \$5,000 for the Planning grant, and Dr. Bright seconded, the motion passed unanimously.

## **NEW BUSINESS**

**Website Approval:** Ms. Vigilante asked for a motion to approve hiring Aventas LLC as the Website consultant. Ms. Mifsud made the motion for approval to hire Melissa for the website services, and Dr. Bright seconded. Mr. Costa asked about insurance and Ms. Guistwhite stated we have coverage for all staff, volunteers and consultants who work for the township. Ms. Mifsud made a motion to approve Aventas LLC for website services, Dr. Bright seconded. The Supervisors voted unanimously to approve Aventas LLC for website services, not to exceed 3 hours a week at \$50/hour.

**Parking Lot Approval:** Mr. Costa made a motion to approve a waiver of land development and Carin seconded. The Board of Supervisors approved the waiver of land development with the condition that the applicant must go to West Pikeland Planning Commission to show the plans.

**Zoning Hearing Board:** The Board of Supervisors was notified that Stephen Rhoades is resigning as a member of the ZHB. Richard Pomeroy stated he wants to join the ZHB. It was stated that he must resign from the EAC before being appointed to the ZHB. The township manager will send Richard's resignation and application to the Supervisors for consideration of appointment.

**Sycamore Lane Pipe:** The Board of Supervisors approved the ordering of the pipe. Ms. Kelley will send a specification RFP and get new bids for the installation only of the pipe. Verizon is paying for two sections of the pipe and shipping costs.

## **ANNOUNCEMENTS**

Finally, Ms. Vigilante announced that the next Board of Supervisors meetings are scheduled for Monday, Monday, May 15, 2023, at 7:30 PM and June 5, 2023, at 7pm.

## **ADJOURNMENT**

Dr. Bright motioned to adjourn the meeting. The motion was seconded by Mr. Costa and unanimously approved. The meeting was adjourned at 8:53 PM.

Respectfully submitted,

Barbara Kelley, West Pikeland Township Manager