



West Pikeland Township
1645 Art School Road
Chester Springs, Pennsylvania
Board of Supervisors
January 17, 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 January 17, 2023, at 7:30 PM and led the Pledge of Allegiance.

APPROVAL OF AGENDA

Ms. Vigilante motioned to approve the agenda with the following change: to add a Storage Facility Update under Unfinished Business. The motion was seconded by Mr. Costa and unanimously approved.

APPROVAL OF THE MINUTES

Ms. Vigilante requested of the Board any corrections to the Board of Supervisors Meeting Minutes from January 3, 2023. Ms. Mifsud motioned to approve the minutes as submitted. The motion was seconded by Mr. Costa and unanimously approved.

EXECUTIVE SESSION

Executive Session was held on January 17, 2023, to discuss legal and real estate matters.

PUBLIC COMMENT

None.

REPORTS

Chief of Police, Shane Clark: During the month of December, there were 610 calls handled, 690 hours worked, 6,810 miles traveled, 14 traffic citations issued, 33 warnings issued, 3 Harassment, 2 Warrant Service, 0 Trespassing, 1 Suspicious person, 4 Suspicious vehicle, 3 Suspicious condition, 0 Disturbance and 0 Recovered Stolen Vehicle.

Chief also shared that there were two vehicle break-ins at Montgomery School by a local gang driving in red cars. Similar incidents have been reported in neighboring municipalities. The gang is known for stealing personal items by breaking car windows. A resident in the audience asked if there have been any break-ins reported at private residences. Chief Clark confirmed that break-ins have only occurred in parking lots. Mr. Costa asked Ms. Fulton to add to this information to the West Pikeland Township website to inform community members.

Barbara Kelley on behalf of Executive Director of Chester Springs Library, Nancy Niggel: Ms. Kelley shared that Ms. Niggel has the support letter she needs for the proposed Story Walk and the storage of posts and signs was arranged with Public Works.

UNFINISHED BUSINESS

Mallard Lane Discussion: Open Space Committee Chair, Lisa Lacroix, stated that the Board of Supervisors have agreed to move forward with the purchase 1546 Mallard Lane. Invoices were mailed to the current owner for any unpaid maintenance fees for 2022 and 2023. Moving forward, the Open Space Committee has the funds in their budget to pay for road maintenance for the next 100 years. Ms. Lacroix also shared that Chester County is offering grant funds that could potentially cover 50% of the property purchase price.

Mr. Costa asked to separate the 1546 Mallard Lane discussion into two separate motions: one for the legal matters and one for the ways in which the township can support the residents. Ms. Vigilante explained that the matters need to be separated so the

township has time to create a legal contract that establishes all the fees, repairs, and other requirements it will be responsible for. Mr. Hallman asked if the Mallard residents have insurance on the road. The residents confirmed they do not. Dr. Bright motioned to separate the two issues. The motion was seconded by Ms. Mifsud and unanimously approved. Mr. Costa additionally motioned to move forward with the purchase of 1546 Mallard Lane with a title search. The motion was seconded by Dr. Bright and unanimously approved.

Doors, Steps and Auger Estimate: Ms. Kelley stated that the township received three bids for repairing the theater doors and steps. Her recommendation was to use the Flying Locksmith for the work. Mr. Hallman asked if Ms. Kelley could provide a spec sheet for the jobs. Ms. Kelley did not have a spec sheet and the matter was tabled until one could be provided. Regarding an auger, Ms. Kelley shared that she consulted with outside township officials who confirmed they typically rent augers for any needed work. Mr. Hallman asked Ms. Kelley about prices for manual augers and wanted to know why she did not investigate additional auger options. Mr. Costa asked Ms. Kelley to confirm the daily cost for renting an auger. Ms. Kelley stated the cost for renting an auger was about \$295 a day, and since the township would only need an auger 3 to 4 days a year, the yearly total would cost approximately \$1,500 versus \$30,000 to purchase an automatic auger. Ms. Mifsud motioned to rent an auger. The motion was seconded by Dr. Bright and unanimously approved.

Playground at Pine Creek Park: Ms. Kelley confirmed that the replacement part needed for the playground at Pine Creek Park cost \$3,380. Ms. Kelley spoke with the company that manufactured and sold the playground to the township, and they offered recommendations on how to make it safe. Ms. Kelley also said that there are several active grants opportunities out there that could be used for the playground. She recommends that the Board of Supervisors work with Parks and Recreation Committee to determine their preferred playground, get a price estimate and then submit a grant for that amount. Ms. Mifsud asked if there were any other areas of the playground that were unsafe. Ms. Kelley said there were some rusted areas, but that the township could fix them ourselves. Ms. Mifsud motioned to research grants for a playground and sandpit for Pine Creek Park. The motion was seconded by Mr. Costa and unanimously approved.

Ms. Mifsud asked about the various grants available and wanted to see if some might also apply to Walnut Lane Park. Ms. Kelley shared that DCNR just posted some playground grants today. Ms. Kelley will move forward with looking into grants for Pine Creek Park and will address Walnut Lane Park grant opportunities in February 2023.

Storage Facility: Ms. Kelley stressed that West Pikeland must decide how to heat the new storage facility. Originally, the township was considering gas vs. propane. Ms. Kelley said that all three consultants the township contacted recommended going with gas. PECO also confirmed that the township would be charged nothing to tap into the existing gas line. Bryan Maher, chair of West Pikeland Township EAC, asked if the township considered other options such as geothermal heat pumps or electric heat pumps. Mr. Maher suggested that the EAC could help consult on the various options. Vigilante asked Ms. Kelley to expedite gathering the information about the various heating options to maintain the project timeline. Ms. Kelley said we will try to have bid docs ready for review by the next Board of Supervisors meeting.

NEW BUSINESS

Bills and Treasurer's Report: Township Treasurer, Ms. Guistwhite, shared that cash is good this month and the township has \$3.9 million in general funds. The township is significantly under budget in general funds due to not commencing work on the storage building. Ms. Guistwhite confirmed that all other line items are on target. Mr. Hallman asked about progress looking into CDs. Mr. Costa confirmed that the township has some meetings lined up. Dr. Bright motioned to approve the Bills and Treasurer's report as submitted. The motion was seconded by Mr. Costa. Ms. Mifsud and Ms. Vigilante responded aye. Mr. Hallman abstained from voting due to a conflict of interest with the WEX Bank Expenditure dated 1/16/2023 and with Check 9469 dated 1/12/2023.

Approval of Resolution 2023-07 for the 2023 Fee Schedule: Ms. Mifsud motioned to have a discussion regarding the 2023 Fee Schedule. Dr. Bright seconded the motion. Ms. Mifsud asked if the 2023 Fee Schedule takes inflation and rising prices into consideration. Ms. Vigilante wants to make sure that the township is at least covering its own costs. Ms. Mifsud motioned to table approving Resolution 2023-07 until additional information is provided. The motion was seconded by Mr. Hallman and unanimously approved.

Approval of Lawn Maintenance Bid Proposal: Ms. Mifsud asked Ms. Kelley if the Lawn Maintenance Bid Proposal for Walnut Lane Park included the perimeter trail, and if not, to please add it. Ms. Vigilante also asked Ms. Kelley to add the exact due date and time to the bid packet. Ms. Mifsud motioned to approve the Lawn Maintenance Bid Proposal with the addition of the perimeter trail and due date and time. The motion was seconded by Mr. Costa and unanimously approved.

Approval of Labor Legal Services: Ms. Kelley shared that she identified three labor law lawyers to consider adding to the township's list of lawyers on retainer. Mr. Hallman asked if there was a Request for Proposal (RFP) supplied. Ms. Kelley said no.

Mr. Hallman expressed concern about Siena Law, because it might be a possible conflict of interest. Ms. Kelley stressed that the township's current solicitor, Guy Donatelli, highly recommended Chris Gerber as a first option. Ms. Vigilante suggested West Pikeland keep all three recommended lawyers on the list, since they are on retainer, and when issues arise, there can be discussion about who to use. Mr. Costa motioned to accept all three firms solely for the subject of labor matters and police negotiations. The motion was seconded by Dr. Bright and unanimously approved.

Parks and Recreation Committee Resignations and New Member: Ms. Vigilante shared that Ashton Simmons and Cathy Grady have stepped down from the Parks and Recreation Committee. Mr. Hallman motioned to accept the resignations of both Mr. Simmons and Ms. Grady, and issue them a thank you letter for their service. The motion was seconded by Ms. Mifsud and unanimously approved. Ms. Vigilante shared that West Pikeland resident, Ryan Leithead, applied to volunteer for the Parks and Recreation Committee. Mr. Hallman motioned to appoint Mr. Leithead to the Parks and Recreation Committee. The motion was seconded by Ms. Mifsud and unanimously approved.

Various Grants Update: Ms. Kelley shared that many grant opportunities are starting to arise, including grants from DCED, DCNR and PennDOT. Ms. Kelley recommended that the township determine a list of project priorities so that she can keep her eye out for corresponding grants. Ms. Vigilante asked Ms. Kelley to send the Board of Supervisors the formatting for the grant spreadsheet.

Ms. Vigilante asked if there were any additional matters to discuss.

Mr. Hallman asked about a property being sold off Byers Road. Ms. Kelley will investigate it.

Ms. Kelley shared that PennDOT will be working on the Yellow Springs Bridge beginning on January 30th. Ms. Vigilante asked Chief Clark to put up the township's electric sign notifying community members about the bridge work since PennDOT has not displayed signs yet.

Ms. Vigilante asked if there were any updates on the roads on Lower Pine. Ms. Kelley shared that PennDOT said the staff shortage was the major reason for delay on that project. Ms. Kelley and Chief Clark spoke with the township's PennDOT representative about not using the flagging team that was used on the Route 401 construction project due to complaints about congested traffic.

Mr. Hallman suggested that Ms. Kelley ask West Pikeland's state representative and senator to participate in the February 5, 2023, Road Tour.

Ms. Kelley shared that the township solicitor confirmed that the DEP provided a list of demands for the owners of 1881 Art School Road, and that they are public information.

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. Mifsud motioned to adjourn the meeting at 8:40 PM. The motion was seconded by Mr. Costa and unanimously approved. Meeting was adjourned at 8:40 PM.

Respectfully submitted,

Amy Fulton
West Pikeland Township Secretary