



West Pikeland Township  
1645 Art School Road  
Chester Springs, Pennsylvania  
Board of Supervisors  
January 2, 2024

ATTENDING BOARD OF SUPERVISORS	ATTENDING TOWNSHIP PERSONNEL
Noreen Vigilante, Chair	Dorene Guistwhite, Township Treasurer
Harold Hallman III, Vice Chair	Madison Orlor, Township Secretary
Steven Costa, Supervisor	Shane Clark, Chief of Police
Carin Mifsud, Supervisor	Guy Donatelli, Solicitor
Thomas McLewee, Supervisor	

Mr. Donatelli called the meeting to order on January 2, 2024, at 7:33 PM and led the Pledge of Allegiance.

**ELECTED OFFICIALS SWEARING IN**

Mr. Donatelli welcomed Judge Simmons to the front to issue the Oath of Office to Ms. Noreen Vigilante (Supervisor), Mr. Thomas McLewee (Supervisor), Mr. Steven Costa (Supervisor), and Mr. Ashton Simmons (Auditor). Judge Simmons performed the oath of office to each member.

Mr. Donatelli announced a five (5) minute break.

Mr. Donatelli called the meeting back to order at 7:44pm.

**TEMPORARY SELECTION OF CHAIRMAN, BOARD OF SUPERVISORS**

Ms. Vigilante motioned to appoint Mr. Donatelli as temporary Chairman of the Board of Supervisors. The motion was seconded by Mr. Costa and unanimously approved.

**NOMINATION OF CHAIRMAN, BOARD OF SUPERVISORS**

Mr. Donatelli asked for nominations for the Chairman of the Board of Supervisors. Ms. Mifsud motioned to nominate Ms. Vigilante as Chairman of the Board of Supervisors. The motion was seconded by Mr. Costa and unanimously approved. Mr. Donatelli turned the meeting over to the Chairperson, Ms. Vigilante.

**NOMINATION OF VICE CHAIRMAN, BOARD OF SUPERVISORS**

Ms. Vigilante asked for nominations for the Vice Chairman of the Board of Supervisors. Ms. Mifsud motioned to nominate Mr. Hallman as Vice Chairman of the Board of Supervisors. The motion was seconded by Mr. Costa and unanimously approved.

**APPROVAL OF AGENDA**

Mr. Donatelli stated there will be an additional motion on the agenda regarding personnel. Ms. Vigilante stated there was an executive session after the December 18, 2023, meeting. Ms. Vigilante stated there was also an executive session held before the January 2, 2024, meeting. The topic of discussion was personnel. Mr. Hallman made a motion to approve the January 2, 2024, agenda. Mr. Costa seconded the motion. The motion was unanimously approved.

**APPROVAL OF THE MINUTES**

Mr. Hallman made a motion to approve the minutes of the December 18, 2023, Board of Supervisors meeting. Mr. Costa seconded the motion. The motion was unanimously approved.

**APPROVAL OF AGENDA**

Ms. Vigilante explained that there is a Consent agenda because this is a reorganization meeting. Mr. McLewee stated that this is his first time seeing the items and he does not feel comfortable voting on them. Ms. Vigilante asked Mr. McLewee if he would like to abstain

from voting on them. Mr. McLewee stated yes. Mr. Costa made a motion to approve the Consent agenda. Ms. Mifsud seconded the motion. The motion was four (4) in favor, one (1) abstain.

#### **APPROVAL OF RESOLUTION 2024-01 APPOINTMENTS FOR 2024**

Mr. Costa made a motion to remove Barbara Kelley as Township Manager and Open Records Officer effective immediately pursuant to Ordinance 2001-12-4. Ms. Vigilante seconded the motion. The motion passed four (4) in favor, one (1) abstain. Mr. Costa motioned to approve Resolution 2024-01 with stated changes. The motion was seconded by Ms. Vigilante. The motion passed four (4) in favor, one (1) abstained.

#### **APPROVAL OF RESOLUTION 2024-02 FEE SCHEDULE FOR 2024**

Mr. Costa motioned to approve Resolution 2024-02 as submitted. The motion was seconded by Ms. Vigilante. The motion passed four (4) in favor, one (1) abstained.

#### **APPROVAL OF RESOLUTION 2024-03 DEPOSITORY OF FUNDS**

Mr. Costa motioned to approve Resolution 2024-03 as submitted. The motion was seconded by Ms. Vigilante. The motion passed four (4) in favor, one (1) abstained.

#### **APPROVAL OF RESOLUTION 2024-04 MILAGE REIMBURSEMENT**

Mr. Costa motioned to approve Resolution 2024-04 as submitted. The motion was seconded by Ms. Vigilante. The motion passed four (4) in favor, one (1) abstained.

#### **APPROVAL OF RESOLUTION 2024-05 FIRE COMPANY DESIGNATION**

Mr. Costa motioned to approve Resolution 2024-05 as submitted. The motion was seconded by Ms. Vigilante. The motion passed four (4) in favor, one (1) abstained.

#### **APPROVAL OF RESOLUTION 2024-06 DESIGNATED AMBULANCE SERVICE**

Mr. Costa motioned to approve Resolution 2024-06 as submitted. The motion was seconded by Ms. Vigilante. The motion passed four (4) in favor, one (1) abstained.

#### **APPROVAL OF RESOLUTION 2024-07 COMPENSATION OF TOWNSHIP MANAGER**

Mr. Costa motioned to approve Resolution 2024-07 as submitted. The motion was seconded by Ms. Vigilante. The motion passed four (4) in favor, one (1) abstained.

#### **APPROVAL OF BILLS**

Ms. Mifsud made a motion to approve the bills list. Mr. Costa seconded the motion. The motion passed unanimously.

#### **PUBLIC COMMENT**

Mr. Wayne Freese asked the reasoning for Barbara's dismissal. Mr. Donatelli explained that those details are not addressed outside of an executive session. Mr. Freese asked Mr. Donatelli what was cited as a reason for her dismissal. Mr. Donatelli explained that there was no reason cited, however, an Ordinance (2001-12-4) was cited which established the Township Manager position. Mr. Freese was content with that topic. Mr. Freese also asked the Board what the policy is in the Township for re-paving the roads. Ms. Mifsud explained that every year, the Board, and the public drive around the Township in search of roads needing paving. Ms. Vigilante explained that recommendations from the Township Engineer are also considered. Ms. Vigilante stated that the budget will decide how many roads will be completed for that year. Mr. Costa added that the public is welcome to attend any meeting of the year and express their concerns with specific roads.

Mr. Ed Meltzer expressed his concerns with the Historical Yellow Springs (HYS) parking lot across the street from Life's Patina, and the sewer system. Mr. Meltzer explained that HYS has no agreement with Life's Patina regarding the use of the HYS parking lot, however, the lot is still being utilized by Life's Patina customers. Mr. Meltzer also stated that there is worry for the existing sewer system with Life's Patina's usage and the potential SALT expansion. Mr. Meltzer explained an agreement is being worked on with Life's Patina, however, he is still worried about usage. Ms. Vigilante stated that she does not believe there will be any additional seating with the SALT expansion, just expanding theatre space. Ms. Vigilante asked Mr. Meltzer if the current system could be upgraded. Mr. Meltzer confirmed that it will need to be upgraded with the additional usage. Mr. Hallman asked Mr. Meltzer if there was infiltration in the system. Mr. Meltzer

confirmed and stated that would be addressed. Ms. Vigilante suggested all parties should meet to discuss the problems and solutions. Mr. Meltzer said he would pass that along to Mark or Tim (HYS) to get something scheduled.

Mr. Ryan Leithead gave an update on the playground at Pine Creek Park. Mr. Leithead explained that 90% of the swale has been completed and the crew will be back out to put seed and straw down. Mr. Leithead explained the playground is complete until Spring. The Board thanked Mr. Leithead.

### UNFINISHED BUSINESS

**Open Space Follow Up:** There was nothing to report.

**Generator:** Ms. Orler explained that a bid package was created and is being presented for approval. Mr. Hallman stated he would like to have a pre-bid meeting set up. Mr. Hallman also stated that a plumber for the gas installation should be researched. Ms. Vigilante asked Mr. Hallman if he would like to approve the bid package with the addition of a pre-bid meeting. Mr. Hallman agreed. Mr. Costa made a motion to approve the generator bid package with the addition of a pre-bid meeting. Mr. Hallman seconded the motion. The motion unanimously passed.

**SALT Expansion:** Ms. Vigilante explained that SALT Theatre is going to be expanding their theatre space. Ms. Vigilante asked Ms. Orler to have Mike Wells (Architect) and Lauren McComas (SALT) attend the next BOS meeting to better explain the plans that were submitted. Ms. Orler agreed.

### NEW BUSINESS

**2024 Budget:** Ms. Vigilante explained that because there is a new supervisor, the Board has the option to reopen the budget for 2024. Mr. McLewee stated he has had a chance to go over the budget and would like to hold a work session to discuss it further. Ms. Vigilante asked the Township staff to advertise and schedule the work session. Mr. Costa asked Ms. Guistwhite for the timeline of the budget. Ms. Guistwhite explained that final approval date for the budget is February 15, 2024. Ms. Gusitwhite stated that the budget will need to be approved at the February 5, 2024, meeting.

### ANNOUNCEMENTS

The next Board of Supervisors meetings are scheduled for Tuesday, January 16, 2024, and Monday, February 5, 2024, at 7:30 PM.

### ADJOURNMENT

Mr. Costa motioned to adjourn the meeting at 8:09 PM. The motion was seconded by Mr. Hallman and unanimously approved.

Respectfully submitted,



Madison Orler

West Pikeland Township Secretary