



West Pikeland Township  
1645 Art School Road  
Chester Springs, Pennsylvania  
Board of Supervisors  
December 19, 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 December 19, 2022, at 7:30 PM and led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Ms. Vigilante motioned to approve the agenda as submitted. The motion was seconded by Mr. Costa and unanimously approved.

**APPROVAL OF THE MINUTES**

Ms. Mifsud requested of the Board any corrections to the Board of Supervisors Meeting Minutes from November 21, 2022. Ms. Vigilante motioned to approve the minutes as submitted. The motion was seconded by Mr. Costa and unanimously approved.

**EXECUTIVE SESSION**

Executive Session was held on December 19, 2022, to discuss personnel and real estate issues.

**REPORTS**

*Chief of Police, Shane Clark:* During the month of November, 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.

*Executive Director of Chester Springs Library, Nancy Niggel:* Ms. Niggel shared that circulation was 4.2% higher this October than in October of 2021. In addition, the door count was 32.2% higher, and there was a 44.4% increase in programming from last year. Finally, Ms. Niggel shared that the library was applying for a grant from Senator Muth's office for decodable books for individuals learning how to read.

*Ms. Mifsud, on behalf of Parks and Recreation:* The 2022 Holiday Stroll went very well. Ms. Mifsud thanked all the volunteers that helped with the event and suggested improving parking signage for next year. Mr. Costa asked about progress of the disc golf course. Township Manager, Ms. Kelley, shared that fundraising for the course will begin soon.

**PUBLIC COMMENT**

None.

**UNFINISHED BUSINESS**

**Replacement Doors:** Ms. Mifsud explained that there is now an option to repair the theater entrance doors instead of replacing them. Ms. Kelley shared that the contractor cannot repair side steps, but he recommended fixing them because they are in poor condition. Ms. Mifsud asked Ms. Kelley to provide a price quote for the side steps and a boiler room door for next Supervisors meeting. Mr. Hallman also recommended that Ms. Kelley call Thad Fisher as another contractor option. Mr. Hallman then motioned to approve the repairs of the SALT Theater doors. The motion was seconded by Dr. Bright and unanimously approved.

**NEW BUSINESS**

**Bills and Treasurer's Report:** Township Treasurer, Ms. Guistwhite, shared that cash is down this month due to road improvement projects. Dr. Bright motioned to approve the Bills and Treasurer's report as submitted. The motion was seconded by Ms. Vigilante. Ms. Mifsud and Mr. Costa responded aye. Mr. Hallman abstained from voting due to a conflict of interest with the WEX Bank bill dated 12/1/2022.

**2023 Budget:** Ms. Vigilante motioned to approve the 2023 Budget as submitted. The motion was seconded by Dr. Bright and unanimously approved.

**Approval of Resolution 2022-20 for 2023 Tax Rates:** Ms. Guistwhite confirmed that the 2023 Tax Rates are the same as 2022. Mr. Costa motioned to approve Resolution 2022-20 as submitted. The motion was seconded by Ms. Vigilante and unanimously approved.

**Township Storage Facility Waiver of SALDO:** Dr. Bright motioned to approve the Waiver of SALDO. The motion was seconded by Ms. Vigilante. Ms. Mifsud and Mr. Costa responded aye. Mr. Hallman responded nay.

**Appointment for Elected Auditor Vacancy:** Ms. Kelley shared that Phil Grant, the chair of Elected Auditors, recommended to appoint Scott Gately for the Elected Auditor vacancy. Mr. Gately has been a West Pikeland resident since 2009. He is very active in Boy Scouts and Cub Scouts. Mr. Hallman asked to meet Mr. Gately before recommending him to fill the vacancy. Ms. Mifsud asked for Mr. Gately to attend the next Board of Supervisors meeting. Mr. Costa asked to see a copy of Mr. Gately's resume. Mr. Hallman suggested that Mr. Gately fill out a volunteer application. The appointment was tabled for the next Board of Supervisors meeting.

**Discussion of Observed Holidays for BOS Meetings and Township Staff:** Ms. Mifsud explained that a number of federal holidays fall on Monday in 2023. If the meeting falls on an observed federal holiday, the standard practice moving forward will be to move the Board of Supervisors meeting to Tuesday night, regardless if the Township Office is open. Ms. Kelley asked about observed days for staff. Ms. Vigilante stated we would address the matter in a later meeting.

**Adding Police Support to Strategic Link Contract:** Ms. Kelley explained that the Township hoped to combine the IT services for admin and police because Strategic Link is more reasonable. Chief Clark met with the township admin IT rep and is supportive of switching. Ms. Vigilante motioned to move the Police IT contract to Strategic Link. The motion was seconded by Dr. Bright and unanimously approved.

**Paving Roads Tour:** Mr. Hallman recommended completing the roads tour mid to late January. Ms. Kelley will collect the availability of the Supervisors and schedule the tour.

## **ANNOUNCEMENTS**

The next Board of Supervisors meetings are scheduled for Tuesday, January 3, 2023, and Tuesday, January 17, 2023, at 7:30 PM.

Ms. Mifsud wished Happy Holidays to all.

## **ADJOURNMENT**

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

Respectfully submitted,

Amy Fulton

West Pikeland Township Secretary