



West Pikeland Township  
 1645 Art School Road  
 Chester Springs, Pennsylvania  
 BOARD OF SUPERVISORS  
 October 19, 2015 at 7:30 p.m.

ATTENDING BOARD OF SUPERVISORS	ATTENDING TOWNSHIP PERSONNEL
Ernie Holling, Chair	Sam Bryant, Township Manager / Secretary
Richard Bright, Jr., Vice-Chair (present via speakerphone)	Shane Clark, Chief of Police
Harold Hallman III, Supervisor	Harry Cowan, Public Works Foreman
Tom Tucker, Supervisor	Ted Gacomis, Township Engineer

Chairman Holling called the meeting to order at 7:32 P.M. at the Township Building and Ms. Lauren McComas led the Pledge of Allegiance.

**EXECUTIVE SESSION**

Executive session was held on October 19<sup>th</sup> to discuss real estate.

**APPROVAL OF THE AGENDA**

Chairman Holling opened the floor for any additions or corrections to the Agenda. Chairman Holling suggested that the Township Engineer have an opportunity to provide an update on the new park prior to Unfinished Business. The agenda was then approved as modified.

**APPROVAL OF THE MINUTES**

Chairman Holling opened the floor for any additions or corrections to the October 5th, 2015 minutes. Mr. Hallman requested that the minutes note that he had to attend an emergency management meeting. The minutes were then approved as revised.

**Park Status Update**

Mr. Gacomis gave an overview of the new park. After going through stormwater and other permitting reviews, he recommend changing the direction of the flat fields and removing the barn structure. One of his staff will be at the property in two weeks to do testing for volume control to determine necessary stormwater BMPs. It was recommended that a smaller group be formed for park decisions that would consist of Mr. Gacomis, Mr. Bryant, Mr. Tucker and offer the engagement Supervisor Pamela Conti.

**PERSONS WISHING TO BE HEARD**

Chairman Holling asked if any persons from the public wished to speak on any item not on the agenda. There were no persons who wished to speak.

**UNFINISHED BUSINESS**

**SNOW AND MOW BID ACCEPTANCE**

Mr. Bryant reviewed the results of bids for mowing, tree removal and snow plowing. Mr. Hallman asked about a surety bond to add to each contract, to which Mr. Bryant agreed would be 10%.

Chairman Holling motioned to accept the bid of WS Harwood for Township mowing. Mr. Tucker seconded the motion. After no further discussion, the motion passed with all present voting Aye.

Chairman Holling motioned to accept the bid of Bannan Tree Service as the primary tree remover and Ullman as the secondary. Mr. Tucker seconded the motion. After no further discussion, the motion pass with all present voting Aye.

Mr. Bryant explained to the Board that there was no acceptable bid for snow removal, as the bids submitted were either late or did not meet the specifications. The Board instructed Mr. Bryant to rebid the snow removal activity only and to give it a deadline to allow the Board to approve a bid at the next Board meeting.

#### **SELECTION OF TOWNSHIP PROPERTY TAX COLLECTOR**

Mr. Bryant followed up on instruction from the last Board meeting and found three positive reviews of Chester County as a tax collection agency. Chairman Holling motioned to award the tax and fire hydrant collection duties to Chester Ccounty. Mr. Tucker seconded the motion. After Mr. Tucker suggested the contract should include an opt out clause for failure to perform, the motion passed with all present voting Aye.

#### **NEW BUSINESS**

##### **TREASURER'S REPORT**

Mr. Bryant presented the Treasurer's Report.

##### **APPROVAL OF BILLS LIST**

Mr. Tucker motioned to approve the Bills List. The motion was seconded by Chairman Holling. Mr. Hallman abstained from voting on Checks #1178 and #2000. After no further discussion the motion passed with all present voting Aye.

##### **501C3 FOR PARK AND THEATRE DISCUSSION**

Mr. Bryant suggested the creation of 501C3 for the Township Park and Theatre to provide opportunities for development. The Township Solicitor said it would cost \$2,500 each to create.

After discussion, Mr. Bryant was asked to find out more information about the process and to work to create the 501c3(s).

##### **ADOPTION OF LICENSE FORM FOR MUNICIPAL CAMPUS**

Chairman Holling motioned to adopt the License Form for usage of the municipal campus. Mr. Tucker seconded the motion. After no further discussion, the motion passed with all present voting Aye.

##### **ACCEPTANCE OF RONDA HAMILTON RESIGNATION FROM PARK AND RECREATION BOARD**

Chairman Holling motioned to accept the resignation. Mr. Tucker seconded the motion. After no further discussion, the motion passed with all present voting Aye.

Mr. Bryant was directed to write a letter to Ms. Hamilton thanking her for her service.

##### **APPROVAL OF SEPTIC OPERATION AND MAINTENANCE AGREEMENT FOR 703 FOX LN**

Mr. Bryant presented an operation agreement that had been reviewed by the County Health Department the Township would need to approve. It was suggested that Mr. Bryant add language that once the septic system is no longer considered experimental then it should be on a 3 year inspection schedule instead of an annual inspection.

Chairman Holling motioned to approve the agreement as modified. Dr. Bright seconded the motion. After no further discussion, the motion passed with all present voting Aye.

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### **DISCUSSION OF SEWAGE MANAGEMENT ORDINANCE FOR APPROVAL**

After discussion on the issue, the Board agreed to tie this ordinance to passage of the 537 Plan.

### **TOWNSHIP MOTTO COMMITTEE**

Mr. Bryant asked for a volunteer to represent the Board in discussions on a Township motto. Chairman Holling volunteered.

### **AUTHORIZATION OF CHAIRMAN TO EXECUTE CABLE GUIDE RAIL REMOVAL**

The Chairman was given approval to execute the agreement, but to be sure that the length removed is equivalent to the length installed.

### **2015 FALL CCATO CONFERENCE**

Chairman Holling asked to confirm who would be attending the 2015 Fall CCATO Conference. Mr. Bryant and Mr. Hallman said they would. Dr. Bright said he would check his calendar.

### **COMCAST FRANCHISE AGREEMENT NEGOTIATIONS**

Mr. Bryant reviewed a proposal to assist the Township with franchise fee negotiations with Comcast for next year, as well as an audit this year from a firm that specializes in these matters. After discussion, Mr. Bryant was given permission to move forward with using Cohen Law Group for these purposes.

### **ANNOUNCEMENTS**

Chairman Holling read the following announcements:

- **THE NEXT BOARD OF SUPERVISORS MEETING IS SCHEDULED FOR MONDAY, NOVEMBER 2ND AT 7:30 PM IN MEETING ROOM 2. THE FOLLOWING MEETING IS SCHEDULED FOR MONDAY, NOVEMBER 16TH AT 7:30 PM.**
- **SALT PERFORMING ARTS WILL PERFORM "INTO THE WOODS" OCTOBER 2ND THROUGH OCTOBER 25TH. PLEASE VISIT SALTPA.COM FOR TICKETS AND INFORMATION.**
- **THE MILL AT ANSELMA IS HOLDING ITS ANNUAL FALL CELEBRATION AND AUCTION ON OCTOBER 24<sup>TH</sup>, HALLOWEEN LANTERN TOUR ON OCTOBER 30<sup>TH</sup>, AND "A LENAPE LIVING HISTORY" ON NOVEMBER 7<sup>TH</sup>. FOR MORE INFORMATION ON THESE EVENTS, PLEASE VISIT WWW.ANSELMAMILL.ORG.**
- **TOWNSHIP OFFICES WILL BE CLOSED ON TUESDAY, NOVEMBER 3<sup>RD</sup> FOR ELECTION DAY.**
- **THE WEST PIKELAND TOWNSHIP ARTS AND CULTURE COMMITTEE PRESENTS THE TAIKO DRUMMERS ON NOVEMBER 8<sup>TH</sup> AT 4PM. TICKETS ARE \$5 FOR CHILDREN AND \$10 FOR ADULTS TO BE PAID AT THE SHOW.**

### **ADJOURNMENT**

Chairman Holling made a motion that the meeting be adjourned. Mr. Tucker seconded the motion. The Chairman adjourned the meeting at 8:40 PM.

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