

TOWNSHIP OF SPRING PARKS & RECREATION BOARD
MEETING MINUTES – April 16, 2009

The meeting of the Park and Recreation Board was called to order at the Spring Township Municipal Building at 7:05 PM by Vice Chairperson Herbine. The following members were in attendance: Linda Wicks, Sheila Faust and Keith Stamm. Also present was Parks and Recreation Director Judy Houck and Program Coordinator Teri Hettinger.

MINUTES of March 19, 2009: Motion to approve was made by Linda Wicks, seconded by Sheila Faust - MOTION CARRIED.

COURTESY OF THE FLOOR: Mr. Dave Kutz, 400 Herrington Drive was present. His property borders Shiloh Hills Park. His wife has spoken with Ms. Houck several times regarding the proximity of the nature trail to their property line, the removal of trees from the park property, the connection of the nature trail to the existing park access path in their development and the trespassing of individuals from the park property into their yard both over and through the existing stone fence row. Ms. Houck has met Mrs. Kutz at the site to review her concerns. Ms. Houck briefed the Board on her conversations with Mrs. Kutz and highlighted the following points:

1. Erosion control measures are required to be installed a specific distance from the edge of the construction area. Trees and shrubs had to be removed to gain access to the areas where the erosion control measures were to be installed. This is what caused the clearing of trees and underbrush along the property line.
2. The contractor is not responsible for connecting the nature trail to the existing access path – it was not part of the contract.
3. Re-forestation of the park was not part of the plan or the contract. The areas outside of the nature trail would be allowed to naturalize – only the trail surface will receive regular maintenance.
4. Moving the trail, as proposed by Mr. Kutz, would require a contract change order, additional survey work and a delay of the project.
5. After conferring with Mr. Vaughan, it was determined that once the nature trail is completed past the access trail, the Township has the ability and will create the connection from the nature trail to the access trail so park visitors can exit the park without going through the Kutz's yard.
6. The Department has ordered "Private Property – No Trespassing Beyond This Point" signs and will install them upon their arrival along the property line.
7. No funds were budgeted to plant trees this year. If funds are still available in September/October after other budgeted projects are completed, it may be possible to plant trees this fall. Otherwise, funds will need to be included in the 2010 budget.
8. Prior to the planting of any trees and/or shrubs, Ms. Houck would re-visit the site with Mrs. Kutz, measure the area to be planted, research the appropriate native evergreen trees for the site conditions and determine the number of trees needed to provide an appropriate amount of screening.

After further discussion on the issue, a motion was made by Mr. Herbine, seconded by Mrs. Wicks to recommend that the Township perform the following tasks as soon as possible: post the "no trespassing" signs, close the hole in the existing stone fence row, create the access path and plant honeysuckle or other appropriate plantings as soon as funds become available. MOTION CARRIED

GENERAL REPORT - Mrs. Hettinger reported that the Easter Egg Hunt was held on April 8th at Red Caboose Park. It has been several years since the Department was able to hold the event at the park due to inclement weather. Ms. Houck distributed a photo of the football field the day the grow blankets were removed to demonstrate the effectiveness of the blankets. Mr. Herbine questioned the purchasing policy which was highlighted in the Supervisors' Minutes. Ms. Houck briefly explained the Township's new purchasing policy which includes the use of purchase orders, limited approved purchasers and spending limits. The Capital Projects report was also reviewed.

OLD BUSINESS - None

NEW BUSINESS

New Member – Ms. Houck formally introduced Mr. Keith Stamm to the Board. Mr. Stamm has been appointed by the Wilson School District to serve a one year term. This position is appointed on an annual basis by the District. Mr. Stamm has experience working for the state park system, is interested in outdoor activities and is looking forward to working with the Parks and Recreation Board and the Department.

Ordinance Update – The Township has recently completed a codification of its ordinances and is preparing to update them. Ms. Houck distributed copies of the park ordinance and requested Board Members to review the ordinances, mark any corrections or updates they would suggest and return the corrected copies to her at the May meeting.

West Lawn United Methodist Church – Youth Group Fast – The Department received a request from the group to use West Lawn Park for a 30 hour fast event which included the youth building and sleeping in a cardboard village at the park. Board members had been previously polled about this event and a majority of the Board supported the proposal. One of the requirements was that the neighbors be notified about the event. Ms. Houck distributed a flyer she received this afternoon.

Board Member Manuals – Ms. Houck created and distributed manuals for the Board members. The manuals provide copies of legislative documents outlining the responsibilities of members and rules regarding park use, maps and a list of all the park facilities and amenities, a copy of the current program brochure, budget information and space for their monthly packet information. Ms. Houck teaches a “Basic Board Training” workshop for DCNR that recommends this manual and has found this tool useful in her previous position.

ANNOUNCEMENTS - Youth Trout Rodeo – Saturday, April 18th; Senior Fishing Derby – Friday, April 24th; Golf Tournament – May 8th; Spring Savory Sampler – Friday, May 15th

Next meeting is Thursday, May 21st, 2009 at 7:00 pm.

ADJOURNMENT

Motion made by Linda Wicks, seconded by Sheila Faust to adjourn the meeting at 7:55 pm. MOTION CARRIED

Respectfully Submitted,

Judy Houck, CPRP
Director of Parks, Recreation and Public Facilities