

Township of Spring Parks and Recreation Board

Meeting Minutes – August 19th, 2021

Chairperson Richard Bashore called the meeting of the Parks and Recreation Board to order at 7:00 pm in the Public Meeting Room at the Township Administration Building. The following members were present: William Herbine, William Aukamp, Don Watterson, Michael Kocher and Sheila Faust. Also present was Parks and Recreation Director Judy Houck and Customer Service Representative Sharon Breneman. Board of Supervisors' Liaison Bob Myer attended via Zoom.

Approval of Minutes – *Motion to approve the minutes of the July 15, 2021 meeting was made by Mr. Herbine, seconded by Mr. Watterson. MOTION CARRIED*

Courtesy of the Floor – None

General Report – Ms. Houck reviewed the written monthly report, Supervisors' Meeting Minutes 5/24/21; 6/28/21; 7/12/21;7/26/21, the Capital Projects Report August 2021 and the Program Status Reports for Summer 2021/ Fall 2021.

Ms. Houck reported that 28 new pavilion permits were processed during the month of July. The Department has processed more than 200 pavilion permits this year and has more pavilion reservations in 2021 than it has had since 2016.

The Department has begun preparations for the fall season and will continue to develop programs and possibly events that can safely be offered to the community with the ever-changing COVID situation. Ms. Hampson will market these additional programs through our website, printed materials and our social media sites. Ms. DeLozier has developed another season of outstanding environmental programs and the Berks County Conservation District chose Ms. DeLozier as the Environmental Educator of the Year. She was recognized at their Annual Banquet on August 9, 2021.

Ms. Houck reported that the search continues for the open Recreation Program Coordinator position and that the position had been re-advertised. Ms. Houck will continue to train the new Township Secretary, administer various Township bids, manage capital projects and prepare the Department Budget over the next few weeks.

Old Business –

COVID Regulation Update – Ms. Houck reviewed the current COVID regulations from the CDC and is requesting recommendations from the Park Board regarding how to proceed with programing and facility rentals.

Ms. Houck is also requesting a recommendation regarding the Wilson Junior Soccer Tournament, which includes very large groups of people.

Old Business (Continued)

Motion to allow the Wilson Junior Soccer Tournament to be held on Township facilities and to continue following the existing COVID-19 guidelines was made by Mr. Herbine, seconded by Ms. Faust. MOTINED CARRIED

Park Board's Vision Projects – Nothing to report

General Frank's Field/Wilson Lease Agreement – Waiting for Solicitor to finalize document.

Werner Farmhouse Property – Inspection scheduled August 31.

Fall 2021 Programs – Fall programs that are scheduled include environmental programs, financial workshop, Reading Hospital Stroke Awareness program, craft programs and additional pop-up programs.

2022 Programs – Information was distributed regarding starting salaries from local business and municipalities for the past three years. After some discussion, a *motion to recommend an hourly starting rate of \$9.50 with increments of \$.50 cents an hour for years with prior service for Summer Playground Staff* was made by Mr. Herbine, seconded by Ms. Faust. *MOTION CARRIED 5-1.*

General Comments – None

New Business –

2022 Budget – The Account Summary as of July 31st was distributed for review. Ms. Houck will be working on developing the 2022 Budget with the Township Manager.

Email from Resident – The Department received an email from a resident thanking the Parks and Recreation Department for the 2021 Family Fun Nights held at West Lawn Park. They hope the program will continue next year.

Cacoosing Meadows Parking Lot– Resident on Evans Hill Road requested permission to park ten – thirty cars on the tiered parking lot at Cacoosing Meadows Park when they have events in their barn. Ms. Houck will follow-up with the insurance company in-regards to liability coverage. The Parks and Recreation Board agreed to permit this use as long as it didn't interfere with pavilion rentals at Cacoosing Meadows Park. The Department would not be able to confirm availability of the lot until the Thursday before a weekend. Ms. Houck will communicate this information to the gentleman.

Pennsylvania Sunshine Act – Ms. Houck reviewed the new changes to this Law.

General Comments – None

Announcements –

- A list of upcoming programs and events has been included on the back of the agenda.
- **Next meeting - Thursday, September 16th, 2021 – 7:00 pm.**

Adjournment – *Motion made by Mr. Herbine, seconded by Mr. Aukamp to adjourn the meeting at 7:45pm - MOTION CARRIED.*

Respectfully submitted,

Sharon Breneman
Customer Service Representative