

Township of Spring Parks and Recreation Board

Meeting Minutes – November 18th, 2021

Chairperson Richard Bashore called the meeting of the Parks and Recreation Board to order at 7:04 pm in the Public Meeting Room at the Township Administration Building. The following members were present: William Herbine, William Aukamp, Don Watterson, Keith Stamm, Michael Kocher and Sheila Faust. Also present were Parks and Recreation Director Judy Houck, Sharon Breneman Customer Service Representative and Board of Supervisors' liaison Robert Myer.

Approval of Minutes – *Motion to approve the minutes of the October 21, 2021 meeting was made by Mr. Herbine, seconded by Mr. Aukamp. MOTION CARRIED*

Courtesy of the Floor – None

General Report – Ms. Houck reviewed the written monthly report, Supervisors' Meeting Minutes 10/12/21, the Capital Projects Report November 2021 and the Program Status Report for Fall 2021.

Ms. Houck reported pavilion rental season has ended with a grand total of 224 pavilion permits. 36% of these rentals were to non-residents. The athletic field permits have also ended for the year with the exception of soccer which will end November 22nd.

Two new events have been planned “Winter in the Woods” and “The North Pole Express”. The fall programs will end the first week in December and Sunday, December 5th, will be the last chance to participate in Santa's Mailbox. We are also working on a “Storytime with Santa” that would be recorded and posted on the website.

Ms. Delozier and Ms. Houck have been working on programs for the Winter/Spring 2022 season and hope to get the brochure out by mid-December. Our residents, and even non-residents, have come to expect the brochure and often call to see when the next issue will be arriving. Ms. Houck will be preparing bid specifications for the publishing of the next (3) issues.

Old Business –

COVID Regulation Update – Nothing new to report.

Park Board's Vision Projects – Nothing new to report. The Board of Supervisors Vision Meeting is scheduled for Friday, November 19th.

General Frank's Field/Wilson Lease Agreement – The Lease Agreement has been approved by the Board of Supervisors and Ms. Houck is waiting for Liberty Wilson Youth Baseball and Softball Association to sign the Agreement.

Werner Farmhouse Property Update – The Director is researching the development files to determine the legal restrictions on the property and its historical significance.

Fall 2021 Programs – Ms. Houck had no additional information to report.

Old Business –(Continued)

2022 Programs – Ms. Houck presented two scenarios for the 2022 Playground Program registration fees. Ms. Houck was requested to reach out to the Board of Supervisors to determine what level of financial support they are willing to provide to the program.

2022 Budget – Questions raised at the October 21st Park Board Meeting for the 2022 Budget:

1. Wages – Ms. Houck reported the Social Security Tax that was allocated has been adjusted.
3. Vehicle and Mileage Expense – Carrying that amount in case of major vehicle repairs.

2022 Facility Reservations – Ms. Houck is requesting an official recommendation to increase the capacity restriction to 100% for pavilion rentals and to present the recommendation to the Board of Supervisors.

Motion to return to a 100% capacity for pavilions rentals in 2022 barring any new changes to COVID-19 regulations was made by Mr. Stamm, second by Mr. Herbine. MOTION CARRIED

General Comments – None

New Business – Nothing new to report.

General Comments – None

Announcements –

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

Adjournment – *Motion made by Mr. Kocher, seconded by Mr. Herbine to adjourn the meeting at 7:49pm - MOTION CARRIED.*

Respectfully submitted,



Sharon Breneman
Customer Service Representative