

Township of Spring Parks and Recreation Board
Meeting Minutes – April 20th, 2023

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: Sheila Faust, William Herbine, Donald Watterson and William Aukamp. Park Board Member Michael Kocher attended via teleconference. Also present were Parks and Recreation Director, Judy Houck and Administrative Assistant, Sharon Breneman.

Amendments to the April 20th, 2023 Agenda – None

Approval of Minutes – *Motion to approve the minutes of the March 16th, 2023 meeting was made by Mr. Herbine, seconded by Ms. Faust. MOTION CARRIED 6-0*

Courtesy of the Floor – None

General Report – Ms. Houck reported the Grant Application was submitted April 4th and all other items are listed under old business.

Old Business –

Summer Playground Program Update – Ms. Houck provided a Summer Playground Program Registration Comparison for 2023 and 2019. She reported that registration is lower than expected and currently there are enough staff members to accommodate 120 children. Ms. Houck included a 2023 Summer Playground Program Comparison of surrounding municipalities which included resident/non-resident rates, program dates and hours and the ages of participants. Discussion on the program included whether any feedback from residents was received, the municipality comparison, extending the registration date and perhaps combining the Junior Program and Summer Playground programs. Unanimous decision was made to extend registration to May 15th and to determine the program locations at the May 18th Board meeting.

Comprehensive Plan Update – Ms. Houck reported that a copy of the raw data from the survey results was sent via email to all Board members and a printed copy is also available. The Board discussed the project and highlighted the following topics: the resignation of the Project Manager, the project status, the consultant's current process, the next steps in the process, the Key Person Interviews, the results of the staff interviews and why that information has not been shared, any recommendations from the consultants and any concerns that have been raised. Ms. Houck discussed her previous experience with comprehensive plans and the amount of interaction that occurred between the Department staff and the consultants. Ms. Houck will contact the new Project Manager for a verbal update and will report back to the Board.

Spring 2023 Events – Ms. Houck reported the results of the Easter Egg Hunt, Youth and Senior Rodeos and the Township's Night at the Reading Phillies. Ms. Houck announced the next special event will be the Red Caboose Open House, scheduled for Saturday May 13th, 2023 from 10:00am – 2:00pm.

Old Business – Continued

Cacoosing Meadows Park – Kitchen Damage – Ms. Houck is waiting for the Flood Plain Survey to be returned so the Board of Supervisors and decide on the next steps of this project.

The Oaks Trail/Berger Pond Access – Ms. Houck is waiting for the estimate for the traffic study. She hopes to be able to present this information to the Traffic Advisory Committee (TAC) at their next meeting scheduled for Tuesday, April 25th. Once that Committee makes a recommendation, Ms. Houck will present the information to the Board of Supervisors.

DCNR Grant Application – Grant application was submitted April 4th.

West Lawn Park – DCNR/LWCF Improvements – Ms. Houck reviewed the project and her memo which outlined the first phase of the Accessible Paths project. Because this project is a “new” project and not a rehabilitation of an existing facility, it is eligible for funding through the Park Capital Reserve Fund. Ms. Houck requested a recommendation from the Park and Recreation Board regarding Phase I of the Accessible Paths Project at West Lawn Park.

Motion to proceed with Phase I of the Accessible Paths Project at West Lawn Park was made by Mr. Herbine, seconded by Mr. Aukamp. MOTION CARRIED 6-0

General Comments – None

New Business –

New Park Sign Requests – Ms. Houck reviewed the request from Liberty Wilson Youth Baseball and Softball regarding the installation of a field identification sign on the exterior fence at General Frank’s Field. A unanimous decision was made to permit the organization to install the sign during the duration of the 2023 season.

Storage Box Request – Ms. Houck reviewed the request from Berks Senior Softball League to place a storage box at Red Caboose Park during the 2023 season. A unanimous decision was made permitting the organization to place a storage box at Red Caboose Park provided they agree to an additional clause indemnifying the Township from any damage that might be done to the storage unit or its contents.

Eagle Scout Project – Ms. Houck reviewed the suggestions an Eagle Scout proposed for West Lawn Park. It has been determined by the Board that the projects he proposed were beyond his limitations and the Parks and Recreation Department will find another more suitable project for him.

General Comments – None

Announcements –

- A list of upcoming programs and events has been included on the back of the agenda.
- Red Caboose Open House – Saturday, May 13th, 2023 – 10:00 a.m. to 2:00 p.m.
- Next meeting – Thursday, May 18th, 2023 – 7:00 p.m.

Adjournment – *Motion was made by Mr. Herbine, seconded by Mr. Aukamp to adjourn the meeting at 7:56 pm - MOTION CARRIED. 6-0*

Respectfully submitted,

Sharon Breneman
Administrative Assistant