

Township of Spring Parks and Recreation Board

Meeting Minutes – January 19th, 2023

Chairperson Richard Bashore called the meeting of the Parks and Recreation Board to order at 7:01 pm in the Public Meeting Room at the Township Administration Building. The following members were present: Sheila Faust, Keith Stamm, William Herbine, Donald Watterson and William Aukamp. Park Board Member Michael Kocher attended via teleconference. Also present was Parks and Recreation Director, Judy Houck and Administrative Assistant, Sharon Breneman.

Re-Organization - Chairperson Bashore turned the meeting over to Ms. Houck for the Re-Organization.

Ms. Houck opened the floor for nominations for the position of Chairperson, Vice Chairperson and Secretary/Treasurer. Motion to retain all current positions on the Parks and Recreation Board – Chairperson Richard Bashore, Vice Chairperson William Herbine and Secretary/Treasurer Keith Stamm, was made by Mr. Aukamp, seconded by Ms. Faust. MOTION CARRIED. 7-0

Ms. Houck turned the meeting back over to Mr. Bashore.

Approval of Minutes – *Motion to approve the minutes of the December 17th, 2022 meeting was made by Mr. Stamm, seconded by Ms. Faust. MOTION CARRIED 7-0*

Courtesy of the Floor – None

General Report – Ms. Houck asked if there were any question about the reports that were submitted. Brief discussion was held about the Chair Yoga program.

Old Business –

Pavilion Rental Policies Update – Ms. Houck reported that the Board of Supervisors approved the pavilion rental policies pending any finalization by the Solicitor. Ms. Houck and the Solicitor have finalized the policies as of the first week in January, they are up to date and in place.

Summer Playground Program Update – Moving forward with accepting applications and advertising for the playground positions. Registration for the playground program will start March 1st.

Comprehensive Plan – Ms. Houck provided and reviewed the updated timeline for the Comprehensive Parks, Recreation and Open Space Plan. Questions and discussion were Key Person Interviews and defining the survey results marked, Complete. Ms. Houck suggested considering Tuesday, March 28th to hold the next Committee meeting. Ms. Houck reviewed the probable choices for the Key Person Interviews and requested other suggestions to be given by February 21st. Ms. Houck will follow up and confirm how the information from all responses are being used. Ms. Houck requested the Park Board attend the Public Meeting scheduled for February 21st.

Old Business Continued–

Spring 2023 Events – Nothing to report.

General Comments – None

New Business –

Cacoosing Meadows Park – Kitchen Damage – Ms. Houck reviewed the incident and damage to the kitchen at Cacoosing Meadows Park. Ms. Houck requested a recommendation from the Park Board regarding the repairs to the building. After considerable discussion the Park Board decided to repair the kitchen.

Motion to recommend that the Board of Supervisors authorize the repairs to the kitchen at Cacoosing Meadows Park was made by Mr. Stamm, seconded by Mr. Herbine. MOTION CARRIED. 7-0

The Oaks Trail/Berger Pond – Parking Concerns - Some discussions were as follows,

1. Cross Walk from Rebecca Drive to The Oaks Trail/Berger Pond.
2. Parking spaces on the park side of the property.
3. Traffic Signal/Alert system
4. Liability

It has been determined that Old Fritztown Road is a township road and the Township would have the authority to make any necessary changes. A cross walk with an alert system would be considered. It has been suggested parking spaces is not an ideal solution however parking spaces would alleviate pulling off the side of the road and some discussion to allow dogs on the trail. Ms. Houck is tentatively scheduled to meet with the Departments Traffic Sergeant Tuesday, January 24th and will provide information received at the February 16th Park Board meeting.

DCNR Grants – Ms. Houck provided information about the different types of projects DCNR is interested in funding and the one that the Township would be eligible to apply for. After discussing several alternatives, the Park Board agreed to recommend applying for a planning grant to develop a Master Site Plan for Kline’s Creek Park.

Motion to recommend the Board of Supervisors authorize The Department to apply for a Grant from DCNR to develop a Master Site Plan for Kline’s Creek Park was made by Mr. Stamm, seconded Mr. Herbine. MOTION CARRIED 7-0

Werner Farms Stormwater Project – Ms. Houck shared information about repairs the Township will be making late spring early summer. Ms. Houck stated the trail will be closed during the project and the budget and project included funds for restoration of the trail. Ms. Houck also stated there is currently cleanup at the Werner Farms Property and the department would like to utilize Werner Farms for future environmental programs.

New Business –

West Lawn Park – DCNR Inspections – Ms. Houck is looking for a recommendation from the Parks and Recreation Board that the Board of Supervisors authorize an execution of the West Lawn Park Deed conveying ownership from the West Lawn Borough to the Township of Spring.

Motion to recommend the Board of Supervisors authorize the execution of the West Lawn Park Deed conveying ownership of the Park from the former West Lawn Borough to the Township of Spring was made by Mr. Aukamp, seconded by Mr. Herbine. MOTION CARRIED 7-0

General Comments – None

Announcements –

- A list of upcoming programs and events has been included on the back of the agenda.
- **Next meeting – Thursday, February 16th, 2023 –7:00 pm.**

Adjournment – *Motion was made by Mr. Aukamp, seconded by Mr. Herbine to adjourn the meeting at 7:54 pm - MOTION CARRIED. 7-0*

Respectfully submitted,

Sharon Breneman
Administrative Assistant