

Township of Spring Parks and Recreation Board
Meeting Minutes – July 18th, 2024

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: Keith Stamm, Michael Kocher and William Herbine. Also present was the Parks and Recreation Director, Judy Houck. William Aukamp attended via teleconference.

Amendments to the July 18th, 2024 Agenda – *Motion to amend the agenda to add Gring’s Hill Estates Section 5 to New Business was made by Mr. Stamm, seconded by Mr. Herbine. MOTION CARRIED 5 – 0*

Approval of Minutes – *Motion made by Mr. Herbine, seconded by Mr. Kocher to approve the minutes of the May 16th, 2024 meeting as submitted. MOTION CARRIED 5 – 0.*

Courtesy of the Floor – None

General Report – Written reports for the month of July 2024 were included in the meeting packets.

Old Business

Comprehensive Plan Update – The 5th draft of the plan was received on July 12th and delivered to the Board members the following week. Ms. Houck suggested that the Board members review the latest version and arrange a special meeting with the consultant or wait until the August 15th meeting to discuss the plan.

Summer Programs – Ms. Houck briefly reviewed the Summer Playground Program and the summer events. The Neighborhood Night in the Park events were extremely successful this year and the staff received many positive comments from the participants.

West Wyomissing Park – Master Site Plan Update – Ms. Houck believes that two sketch plans will be presented at the August Committee meeting. A leveling course of asphalt was added to the basketball court to provide a safer playing surface. Ms. Houck was asked to obtain copies of specific slides from the last presentation specifically related to traffic and the creek that used to be on this site.

Shiloh Hills Park – Master Site Plan Update – Nothing to report.

Kline’s Creek Park – Master Site Plan Update – Discussion points for the Kline’s Creek Park Master Site Plan included determining the committee's size, the locations of residents who expressed interest in serving on the Committee and conducting the key person interviews. The Board made the following recommendations:

Motion made by Mr. Stamm, seconded by Mr. Herbine to recommend the Board of Supervisors award the Kline’s Creek Park Master Site Plan contract to Johnson, Mirmiran and Thompson, Inc. in the amount of \$48,685.00. MOTION CARRIED 5 – 0.

Motion made by Mr. Herbine, seconded by Mr. Aukamp to recommend the Board of Supervisors appoint Nancy Aulenbach, George Buchert, Brenda Diaz, Darrien Kohl, Steve Murray and Sandra Wurster as the Neighborhood Representatives on the Kline’s Creek Park Master Site Plan Steering Committee. MOTION CARRIED 5 – 0.

Old Business (Continued)

Kline's Creek Park – Master Site Plan Update (Continued)

Motion made by Mr. Herbine, seconded by Mr. Aukamp to recommend the Board of Supervisors appoint Richard Bashore and Mike Kocher as the Parks and Recreation Board Representatives on the Kline's Creek Park Master Site Plan Steering Committee. MOTION CARRIED 5 – 0.

Five (5) Year Department Plan – Ms. Houck was directed to develop a 5-year plan for the Parks and Recreation Department. Discussion was held regarding salaries, the Program Coordinator's recent resignation, current workforce trends and possibly re-structuring the programmer position. Ms. Houck was asked to investigate various job descriptions to assist the Board in the evaluation of the Program Coordinator Position.

General Comments – None

New Business

Special Events – Discussion was held regarding proposed special events for 2025 and adopting Wyomissing Borough's method of establishing a "Chairperson" from the Parks and Recreation Board for each event.

Gring Hill Estate Phase (5) – Discussion was held regarding the proposed park access and recommendations for the recent change in the plan.

Motion made by Mr. Stamm, seconded by Mr. Herbin, to recommend the Board of Supervisors enforce Great Valley Consultants' recommendation for a 30' wide access easement at the eastern corner of proposed Lot 7 and that the applicant be required to install a 20' driveway apron at the entrance of the easement. MOTION CARRIED 5-0

General Comments – Discussion on potential new Parks and Recreation Board members.

Announcements –

- A list of upcoming programs and events has been included on the back of the agenda.
- Next meeting – Thursday, August 15th, 2024 – 7:00 p.m.

Adjournment – *Motion was made by Mr. Kocher, seconded by Mr. Aukamp, to adjourn the meeting at 8:05 p.m. – MOTION CARRIED 5 – 0*

Respectfully submitted,

Sharon Breneman
Administrative Assistant