

Members present for the meeting were Nancy Toothaker, Dennis Elliott, Matt Dallas, Charles Note, and Commissioner Liaison Herbert Miller, Jr. Also present were Township Manager Carol R. Lewis, Township Engineer Pete Eisenbrown, Commissioner Elwood Taylor and Commission Martin Schreiber. Vice Chairman Susan Thompson dropped off a letter of resignation effective immediately.

Call to Order – Manager C. Lewis called the meeting to order at 7:00 pm.

Pledge of Allegiance - The members, after a moment of silence, pledged allegiance to the flag.

Reorganize: Select Chairman - C. Lewis opened up the floor to nominations for Chairman. Motion by D. Elliott seconded by C. Note to nominate M. Dallas for Chairman. There being no other nominations, the motion unanimously carried. The meeting was turned over to Chairman Dallas who opened up the floor to nominations for Vice Chairman. Motion by N. Toothaker seconded by C. Note and unanimously carried to appoint D. Elliott for Vice Chairman.

Approval of Minutes- Motion by D. Elliott seconded by N. Toothaker and unanimously carried to approve the minutes of September 9, 2014 as presented.

New Business

Stauffer Spur Trail – from Dallas to Althouse through Stauffer along Snyder Road and overall trail concept – P. Eisenbrown presented two sheets showing the Snyder Trail from Dallas to Althouse through Stauffer along Snyder Road to the Prout Farm. He reviewed the scope of the trail. H. Miller reviewed potential future connections and the history of the trail planning. He explained that they went to the north side of Sprogels Run to try to stay away from homes. In areas with the dry swales, some pipes would have to be installed. There are two potential road crossings – one on Snyder Road and one on Gilbertsville Road. The Township has already taken steps to start the process with PennDOT for these road crossings. There is a natural picnic area near the Sprogels Run crossing with beech trees where it would be nice to get a truck there for future development and maintenance. They will, however, try to minimize tree removal. There are three options for the stream crossings which include: (1) allowing people to walk through the stream; (2) installing stepping stones which are precast rocks set within the stream; or (3) installing a pedestrian bridge which is very costly. M. Dallas pointed out that there is something similar to the stepping stones at the Goose Run Trail. Sprogels Run where they are looking to cross is approximately 15-20 feet wide. P. Eisenbrown suggested that all options for the stream crossing be explored before installing a pedestrian bridge due to the cost. N. Toothaker suggested a cable crossing such as she has seen at other parks. The Board then discussed the legalities and insurance requirements for development of the trail.

H. Miller suggested that, during the development of this trail, they look for natural areas for children to build forts, tents, etc. They saw some evidence of fort building while they were surveying the area. P. Eisenbrown pointed out that planning would be needed for the steep areas. They discussed various surface materials.

D. Elliott pointed out that Ken Hamilton had a product that they would be using for their trails which is a material like cork but it is not cork. P. Eisenbrown advised the Board that they are trying to keep the trail six foot wide, but it will be narrow primarily in the wooded areas due to mature trees. It was then discussed who would do what work, and it was noted that the Public Works could do some of the work. The Township has already acquired a quote for the area near the Althouse Arboretum in the amount of \$7,500.00. The next step would be to complete further engineering on the sections that are not done and put a budget together to do the work in 2015. Motion by N. Toothaker seconded by D. Elliott and unanimously carried to recommend that the Board of Commissioners accept the estimate from Hopewell Nursery Trucking in the amount of \$7,500.00 to

install the trail from Mimosa Lane to the Kelly property. Motion by C. Note, seconded by D. Elliott and unanimously carried to recommend that the Board of Commissioners authorize the Public Works to construct the portion of the trail from Gilbertsville Road to the stream crossing with necessary help from LTL for engineering and installation of the pipe(s). Motion by D. Elliot seconded by C. Note and unanimously carried to recommend that the Board of Commissioners proceed with installing the rest of the sections with assistance from LTL for planning and budgeting. C. Note expressed concern that there is adequate parking for the trails. E. Taylor advised him that there is potential to create more parking at Sussell Park as the Township has a 50 foot wide easement, and there is also a large parking lot at the Althouse Arboretum and at the Prout Farm trail head. C. Lewis advised that the Fire Company is looking into purchasing a gator for emergency access to the trails. In response to a question from D. Elliott, C. Lewis advised that money from the open space fund could not be utilized to assist with the purchase of the gator as it is not an allowable expense since it is not for maintenance.

2015 Budget – M. Dallas would like the Board to recommend a budget to the Board of Commissioners for recurring maintenance items. The Board reviewed current income and expenses. C. Note suggested that they add engineering costs for recreation items. M. Dallas advised that they need to budget for playground mulch for next year. N. Toothaker asked if any of the road crew salaries were included in maintenance and suggested that the Board of Commissioners consider adding those to the budget. H. Miller expressed appreciation to Representative Marcy Toepel for her assistance in getting the bill passed which allows for maintenance from open space funds.

Unified Signage Project – possible DCNR Grant – C. Lewis asked the Board to consider applying for a DCNR grant in 2015 for a unified signage project. This would keep down the number of signs installed in the park. C. Lewis asked them to consider color, which signs they want, which signs they do not want, how many signs they want and that sort of thing. This would be a good opportunity to install the emergency markers along the trails as requested by D. Elliott. M. Dallas asked that distance markers on the trails be considered as well. C. Lewis advised the Board that they could also include the kiosk with a map showing the trails for users. This map could also include distances for the various segments as well as overall lengths of the trails.

Old Business

Reports/Project Updates

- 1) **Community Day** – C. Lewis reported that Community Day was a great event which was well coordinated by Sue Thompson. There probably would have been a bigger turnout if the weather had not been questionable. The Fire Company was there as well as the Medivac helicopter and our Police Department. Hopewell Community Church partnered with the Township for this event.
- 2) **SAVE Alliance Foundation projects and programs** - D. Elliott reported on the Family Night Hike that was held by the SAVE Alliance Foundation, and noted there was a wonderful turnout. He further reported that they expect next year's event to be even bigger and better. The SAVE Alliance has requested permission to have a Christmas tree recycling event on January 10, 2015 which the Board agreed would be a good event. The Public Works will chip up the trees in the following weeks as time allows.

Grants – C. Lewis reviewed grants that are currently approved and grants that have been applied for which are in the works.

Athletic Fields – M. Dallas asked the Board to think about what they want in regard to use of the athletic fields and the enforcement of it. He feels it is appropriate to have organizations pay for use of the fields. C. Lewis had asked Public Works Director Frank Quinter what his preference was, and he would prefer to maintain the fields so that they are done to his specifications. C. Note suggested that we require a deposit and then also charge a usage fee. He suggested that the usage fee should be reasonable but require a large deposit as this will encourage them to carry out their side of the agreement such as cleaning up trash. M. Dallas said he would like to see all leagues register with the Township with contact information and authorize for sharing of this information on our website so that they can schedule use of the fields between themselves. C. Lewis will check with other townships to see how they coordinate use of their fields. She also suggested consulting with the new parks circuit rider Justin Keller as he is working on maximizing use of all fields in the area.

Maintenance – Fox Hill Trail – At the last meeting, N. Toothaker and S. Thompson brought up maintenance on Fox Hill Trail as there is a wet area that at times becomes unpassable. This is being addressed by the Public Works department. They tried putting in stone which displaced the water but did not fix the problem. F. Quinter is looking at installing a pipe to alleviate this problem.

Board Comment - H. Miller asked about a status report for the installation of grass seed at Hollenbach Park. He is disappointed that this has not been completed, and it will push off an entire year for use of that field. He advised C. Lewis that the drinking fountain at Kulp Field needs to be winterized. He then advised the Board that a neighbor at Sunset Park has been complaining about people walking across his property and suggested they complete the post and rail fence along the property line. C. Note cautioned that they plan where the fence will be installed so that they don't push people to the back of his property. H. Miller will consult with the neighbor and F. Quinter and provide specifics and a drawing at the next meeting.

N. Toothaker inquired about the installation of the motion lights at Sunset Park. C. Lewis advised that this has not been completed as the solar lights are not bright enough to address the problem. She further advised this item will be a priority for a grant for next year to install electric and water at the park.

D. Elliott requested that the Board send a letter of appreciation to Sue Thompson for her years of service on the Board and all her work on Community Day. The Board agreed and will also present her with a plaque. This will be above and beyond anything the Board of Commissioners does.

Adjournment – A motion by D. Elliott seconded by N. Toothaker and unanimously carried to adjourn the meeting at 9:01 pm.

Respectfully submitted,

Carol R. Lewis, Township Manager