

**Minutes of the Open Space Park and Recreation Board
Upper Pottsgrove Township**

December 9, 2014

A meeting of the Open Space Park and Recreation Board was held on Tuesday, December 9, 2014, at the Upper Pottsgrove Township Administrative Offices; 1409 Farmington Avenue. Those present were Matt Dallas, Charles Note, Dennis Elliott, Chris Delp and Commissioner Liaison Herb Miller, Jr. Also present were Township Manager Carol R. Lewis, Commissioner Elwood Taylor, Commissioner Martin Schreiber, Eric Miller and Steven Wardzowski from Pottstown Little League. The meeting was called to order at 7:00 PM by Chairman Matt Dallas. He welcomed new Board member Chris Delp.

PLEDGE OF ALLEGIANCE - Those present pledged allegiance to the flag.

ATHLETIC FIELD. Steve Wardzowski is the Vice President of the League and Eric Miller is the new President. E. Miller advised the Open Space and Recreation Board that they now have several new Board members and their goal is to improve communications with the Board. He had forwarded a proposal to the Board asking that they allow Pottstown Little League to solicit sponsorship banners to be placed in the outfield to help raise revenue for the League. They would be mesh painters so they would not put any stress on the fences. They would go up during the time of field usage which would be the end of March and would be taken down at the end of October. H. Miller requested that the timeline be narrower. When asked how much money they hoped to make regarding the sale of the signs S. Wardzowski told the Board that they cost approximately \$80.00 and they are hoping to charge around \$400.00. The money raised would help with equipment and maintenance needs. E. Miller also explained to the Board that they hoped to improve communications between the Pottstown Little League and the parents and to recruit more volunteers. D. Elliott interjected that at the last meeting the Board was supposed to think about how they would handle usage of the field. M Dallas moved the discussion to reviewing the contract. F. Quinter prefers to have the road crew maintain the fields so that it is on the schedule and he knows that it is done correctly. C. Lewis would like to see the township avoid last minute phone calls creating overtime work for the road crew. After discussion with the Board it was decided that the Township will have responsibility for mowing the fields and the club utilizing the fields would be responsible for annual maintenance, raking, lining, trash pick-up etc. They will also be responsible for doing their own scheduling but notifying the township of the schedule in case another organization would like to use the athletic field. A deposit fee from each group will be required to assure that annual maintenance and especially trash pick-up is done. C. Lewis will prepare a draft for the next meeting which can then be presented to the Board of Commissioners for their consideration. H. Miller brought up a maintenance item which is the bleachers at Kulp Field. One of them is in bad shape and he recommends that it be replaced with an aluminum bleacher with a cyclone back. A motion by C. Note, seconded by D. Elliott and unanimously carried to recommend that the Board of Commissioners replace the current wooden bleacher with a ninety six feet aluminum bleacher with a back and forward the proposal on to them. The Board then discussed the parking area and whether or not it is sufficient at this time to meet the needs of the ball teams and the pool. M. Schreiber advised the Board that when there is a swim meet there can be over two hundred swimmers on a Tuesday and Thursday night and that there is not enough parking. The Board will think about this matter and discuss it at the next meeting. E. Miller pointed out that in his proposal he had also requested that astro turf be placed under the batting cages. They currently have the matting to be put down. This would also help with cutting down on the amount of weed whacking. He was advised

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that the Board considers this part of annual maintenance and that he does not need permission to do this.

HUNTING ON OPEN SPACE - The Board discussed wording of signs and regulations for posting. C. Lewis checked with the Pennsylvania Game Commission and they said that signs should be within sight of each other but there is no said footage for how far apart they need to be. She also advised the Board that they need to develop an ordinance for Park and Recreation where they outline their Rules and Regulations so that they are enforceable by the Police Department. C. Gardner has volunteered to help in this matter. C. Lewis will forward some sample ordinances to the Board for them to review and consider for discussion at the next meeting. They discussed safety zones and current laws. E. Taylor asked that the signs be welcoming rather than prohibitive. C. Note will come up with an example and send around to the Board for their consideration.

EAGLE SCOUT PROJECT PROTECOL- The Board decided after discussion that no formal process is needed. They feel this is covered by the review of the Boy Scouts of America and their township liaison.

2015 MEETING DATES - The Board decided to keep the meeting dates the same as they are currently for this year which will be the second Tuesday of each month at 7:00 P.M. It was brought up that in the past the Board did not meet during the summer months due to vacations. It was decided to advertise for every month noting that the building could be posted if a meeting was canceled.

DISCUSS SIGNAGE PROJECT - C. Lewis attended a DCNR workshop for the upcoming grant season. She will work on the grant application which will include trail head information kiosks, mile markers, difficulty ratings for the trails, etc. The Board would like the mile markers in one tenth of mile intervals. D. Elliott advised the Board that Boyertown Community Park has a cardiovascular area and he would like to see the Board consider this as a future project.

SAVE ALLIANCE UPDATE – The Snyder Trail is almost done. Ken Hamilton has asked permission to install a changeable letter sign underneath the current Althouse Arboretum sign. If this is something that the Board is willing to consider he will be at the next meeting to present a proposal. The Board said that they would be in favor of this as long as it is a consistent color and font; they suggested that it be two sided and the Plexiglas have the ability to be locked.

PARK UPDATE – C. Lewis said to the Board the notes from the last Park meeting. She pointed out that the Committee is looking at a potential Regional Recreation Coordinator to provide playground inspection services. The Board would be in favor of this as long as there is no additional cost. She also advised the Board that PAHWF has allocated \$9,000 to be provided as a match for purchase made during the next park promotion contest. More details will be coming out later on. C. Lewis also advised the Board that Justin Keller, the Circuit Rider, is looking at a list of potential grant projects for 2015. She reviewed these with the Board.

MAINTENANCE - Motion by D. Elliott, seconded by C. Note and unanimously carried to purchase two additional cameras to be used in the recreation areas.

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BOARD COMMENTS – H. Miller reiterated that he is disappointed in the reseeded of Hollenbach Park and the fact that we will be losing another year. He then went on and advised the Board that he talked to the neighbor at Sunset Park and he is in favor of a post and rail fence being installed one foot within the property line between him and the park. The Board discussed different fencing options. A concern was raised that a fence gets put up every time someone complains and that they are becoming expected. They discussed addressing the problem with signage instead of a fence. It was decided to wait and see if the situation arises again at a future date.

EXECUTIVE SESSION – The Board went into Executive Session at 8:53 P.M. They came out of Executive Session at 9:07 P.M.

ADJOURNMENT – A motion by C. Note seconded by D. Elliott and unanimously carried to adjourn.

Respectfully submitted,

Carol R. Lewis, Township Manager