

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

March 8, 2016

A meeting of the Open Space Park and Recreation Board was held on Tuesday, March 8, 2016, at the Upper Pottsgrove Township Administrative Offices; 1409 Farmington Avenue. Those present were Chris Delp, Dennis Elliott, Herb Miller, Charles Note and Nancy Toothaker. Also present were Cindy Saylor, Township Secretary. The meeting was called to order at 7:00 p.m. by Dennis Elliott. D. Elliott advised the Committee that the Township received a letter of resignation from Chairman, Matt Dallas, effective immediately.

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

APPROVAL OF MINUTES - N. Toothaker stated the Ken Hamilton's name was incorrectly typed in the November 10, 2015, meeting minutes. A motion by N. Toothaker seconded by C. Note and unanimously carried, to approve the minutes of the November 10, 2015, as amended.

REORGANIZATION - A motion by C. Note, seconded by N. Toothaker, and unanimously carried to nominate D. Elliott as Interim Chairman. M. Schreiber stated normally reorganization is done yearly.

NEW BUSINESS

DEVELOP PLAN FOR UPDATING THE OPEN SPACE PLAN – C. Note suggested that the Committee review the Open Space Plan one section at a time. D. Elliott stated he would like the names and amount of money spent on open space properties acquired.

OLD BUSINESS

POTTSTOWN HEALTH AND WELLNESS PARK CONTEST – C. Note reported that he attended the kick-off meeting for the Park Contest and discussed the rule changes for this year's voting process. A motion by C. Delp, seconded by C. Note and unanimously carried, to participate in the Pottstown Health & Wellness Park Contest. After a brief discussion, a motion by N. Toothaker seconded by C. Delp, to recommend to the Board of Commissioners that they nominate Hoffman Field as this year's entry for the Park Contest.

EAGLE SCOUTS PROJECT UPDATES - H. Miller reported that the refurbished playground equipment would be placed at the lower portion of Hollenbach Park. A motion by C. Note, seconded by N. Toothaker and unanimously carried, to build on site B. H. Miller reported that there is an Eagle Scout interested in building another bridge over the stream at Hollenbach Park so that the cross country team can use it for their meets. H. Miller advised the Committee that a project that was slated for Prout Farm Trail will be moved to Sussell Park after concerns were received by some residents. He further advised that an open air classroom with a podium will be completed in Sussell Park by June 2016.

SAVE ALLIANCE FOUNDATION PROJECTS AND PROGRAMS – H. Miller reported on upcoming improvements to the Althouse Arboretum and noted there will be an Easter Egg Hunt on March 19, 2016. H. Miller referenced an article in today's newspaper with regards to the spring activities at the Arboretum. He explained that voters can choose from four (4) different projects. The first is a low ropes course that can be utilized by both youth and adults. The second project is a children's forest trail which will have ways for kids to explore nature such as balance beam logs, and

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a butterfly garden. The third project is a pond with a bird viewing area since currently the Arboretum doesn't have a water feature. The last project people can vote for is a woods education trail. The Arboretum trail would be turned into an educational center where people would learn about native plants.

COMMUNITY DAYS – C. Note reported that the Committee will hold a future meeting to discuss this year's Community Day activities. No date has set as of yet.

ASH TREE MANAGEMENT – H. Miller advised that the Arboretum has expressed concerns regarding damage to their property during the removal of the ash trees. C. Note reported that there is a pesticide to spray the ash trees to prevent them from dying. N. Toothaker questioned the Township's liability in the event someone gets hurt from a falling tree.

FISHING RODEO – D. Elliott stated he preferred to have the Fishing Rodeo open to Upper Pottsgrove residents only. Interested parties would have to pre-register at the Police Department. No date has been set.

COMMUNITY YARD SALE - D. Elliott reported that Michelle Reddick headed last year's Community Yard Sale and it was a success.

GRANTS

2015 HEALTH AND WELLNESS MINI-GRANT – HOLLENBACH PARK - \$10,000 –

C. Note noted that the \$10,000 park contest winnings needs to be spent in Hollenbach Park and suggested the placement of picnic tables and trees. N. Toothaker suggested building a pathway along Hanover Street up to Fox Run Trail due to limited parking at Hollenbach Park. Darryl Tillman suggested a changing table for babies. C. Saylor stated she would check with Scotty's Potty's to see if changing tables are available.

2015 HEALTH AND WELLNESS MINI GRANT – CHESTNUT GROVE PARK – H. Miller reported that the Township received a grant for the improvement of Chestnut Grove Park. M. Schreiber, who was present in the audience, stated the amount received is \$17,643.60. H. Miller stated he would prefer a smaller version of the current park signs and would save approximately \$700. A motion by N. Toothaker seconded by C. Note and unanimously carried to order the standard Rules and Regulation sign for the park. The Committee discussed naming the park. Suggestions included Chestnut Grove Park, Grove Park and Veteran's Grove. M. Schreiber expressed concern regarding the installation of a flag and electric if the park would be named Veteran's Grove. A motion by C. Note seconded by C. Delp and unanimously carried to recommend to the Board of Commissioners naming the park Veteran's Grove.

ATHLETIC FIELDS – H. Miller reported Opening Day for the Pottsgrove Little League is scheduled for April 9, 2016, however; no schedules have been received by the Township. M. Schreiber noted that the swim club has provided their meet schedule.

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FIRE COMPANY TRAINING FIELD - The Fire Company is looking for a trail to make and use for training purposes. H. Miller reported on proposed trails on Waste Management properties.

TRAIL UPDATES – H. Miller reported that the Snyder Road Trail sustained excessive water damage during recent rainstorms.

HOFFMAN FIELD – H. Miller advised that the 2016 park contest winnings could go towards improving the parking at Hoffman Field.

BOARD COMMENTS – H. Miller reported that volunteers are needed to paint the current park sign posts. C. Note stated he would put something on the Open Space Park and Recreation Facebook page and suggested that a notice be placed on the township’s web site. H. Miller reported that Donna Fabry, from the County, asked if the Township would be willing to be the applicant of a \$125,000 Wayfinding Signage Planning Grant. The grant would be to study/plan for trail signage throughout the Pottstown Region. It would not cost the Township anything except some minimal staff time. A motion by C. Delp, seconded by C. Note and unanimously carried, to recommend nominating Upper Pottsgrove as the applicant for the grant to the Board of Commissioners.

ADJOURNMENT – A motion by C. Delp, seconded by N. Toothaker and unanimously carried, to adjourn the meeting at 8:40 PM. The Board reconvened at 8:42 PM and D. Elliott reported that an application was received to fill the vacancy on the Open Space Park and Recreation Board. He further noted that the applicant would be a tremendous asset to the Committee.

APPOINT MICHELLE REDDICK – A motion by C. Note, seconded by N. Toothaker and unanimously carried, to recommend to the Board of Commissioners that Michelle Reddick fill the vacancy on the Open Space Park and Recreation Committee.

ADJOURNMENT – A motion by C. Note, seconded by C. Delp and unanimously carried, to adjourn the meeting at 8:43 PM.

Respectfully submitted,

Cynthia H. Saylor, Township Secretary