

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

April 12, 2016

A meeting of the Open Space Park and Recreation Board was held on Tuesday, April 12, 2016, at the Upper Pottsgrove Township Administrative Offices; 1409 Farmington Avenue. Those present were Dennis Elliott, Chris Delp and Chuck Note. Also present was Carol R. Lewis, Township Manager. The meeting was called to order at 7:00 p.m. by Dennis Elliott.

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

APPROVAL OF MINUTES – A motion by C. Delp, seconded by C. Note and unanimously carried, to approve the minutes of the March 8, 2016, meeting as presented.

NEW BUSINESS:

DEVELOP PLAN FOR UPDATING THE OPEN SPACE PLAN- C. Lewis will resend the Open Space and Recreation Master Plan to all the members. She will also send out the Master Plan that was developed by Pottstown Health and Wellness for the Prince/Austerberry tract. The Board will review and discuss at the next meeting.

OLD BUSINESS:

REPORTS: SAVE ALLIANCE – An egg hunt was held at the Althouse Arboretum and they had over 400 participants. The recycling event was held but did not have a great turnout mostly due to the weather. They are applying for a DCNR grant to build a classroom on the property and the township will be coordinating with them on this grant.

EAGLE SCOUT UPDATES – 84 Lumber has volunteered to donate the wood at cost for the construction of the foot bridge at Hollenbach Park. C. Note mentioned he has a contact at Frontier Mulch and may be able to get a reduced price for that project.

COMMUNITY DAYS – C. Note advised the Board that they will be having their kick off meeting in June and will have more to report at that time.

POTTSTOWN HEALTH AND WELLNESS PARK CONTEST – All paperwork for the contest has been submitted. C. Lewis attended the kick off meeting and advised the Board that the plan is to have all of our marketing information out around Labor Day so we will have a month to promote the contest before it actually starts.

ASH TREE MANAGEMENT – C. Lewis updated the Board on the project. We will be sending out the bids to the lumbering companies soon; work will be done in June once everything is totally dry and the Arboretum won't be done until October when their programs are completed.

FISH RODEO – The Board decided that they would hold the Fishing Rodeo on June 11, 2016 at Sure Catch Pond. Kurtz Fish Hatchery was recommended by the Fish and Boat Commission to get the fish. The Board discussed what kind to have and decided on bass only. Fish will be stocked at 100 per acre. Sure Catch Pond is 1.4 acres in size. The event will be held from 8:00 a.m. to noon and open to Upper Pottsgrove residents only who are thirteen (13) and under. Participants must register at the Township beforehand. The Board discussed what kind of prizes they will have and decided to solicit local businesses for gift cards and such.

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COMMUNITY YARD SALE - M. Reddick agreed to Chair the event again for this year. They discussed what date to have it on and decided to move it to September 17th from 8:00 a.m. to 12:00 p.m. The previous year it was held in August and was very hot. They discussed having it in combination with a Car Show. M. Reddick will discuss with Larry Hanna.

GRANTS – 2015 Health & Wellness Mini-grant – Hollenbach Park - \$10,000 – The equipment needs to be ordered for this project as it needs to be closed out in July. The Board decided to order the tot swing, the regular swing and four (4) rectangular composite picnic tables to be mounted on concrete pads. The installation of the equipment will be coordinated with the Eagle Scout project.

2015 Health & Wellness Mini-grant – Chestnut Grove Park – C. Lewis is getting three (3) quotes for the work and is working on getting an easement from the Chestnut Grove HOA for installation and maintenance of an emergency access road. The Board discussed the name for the park and is recommending to the Board of Commissioners it be named Veteran’s Grove Park.

2015 Health & Wellness Mini-grant – Children’s Forrest - The Green Allies are in process of finishing this project. C. Lewis executed all necessary paperwork.

C. Lewis then reviewed upcoming grants that will be applied for. There are three upcoming. One is a 2016 DVRPC TCDI Wayfinding grant which will be a multi municipal grant to design signs for the region. Upper Pottsgrove is lead agency on this grant. The second is a 2016 DCNR C2P2 grant for the Althouse Arboretum classroom. C. Lewis advised the Board that in June she may be applying for a DCED Greenways and Trails grant for the Shontz property. A letter is still needed from the Shontz’s that they are in favor of this project.

ATHLETIC FIELDS – C. Lewis updated the Board on Hollenbach Park Phase III Improvements. Arcadia may be moving forward with the installation of the parking lot on the upper area. This will allow for soccer tournaments and for parking for the cross country. She also updated the Board on the ballfield agreements. Schedules have been received from Pottstown Little League and from Hillside Aquatic. Still waiting to hear from Pottstown Baseball Organization.

MAINTENANCE – Ponds and Spraying – C. Lewis outlined the budget for maintenance; spraying of the trails, signs, etc. has been contracted for. Two quotes were received for pond maintenance; one was for \$3,600 for treatment of algae on two ponds and the other was for \$6,000 which included bi-monthly visits to control algae, invasives and many other items. The Board decided to recommend to the Board of Commissioners that they contract with Solitude Lake Management for the maintenance of the two ponds at Sussell Park and the Sure Catch pond at Sunset Park for an amount not to exceed \$6,000. C. Lewis presented a quote to blacktop the steep trail near the Dallas property. The Board was concerned about water volume on the side of the trail and at the bottom washing out. They would like more information on what will happen with the water after it is blacktopped before recommending any action being taken by the Board of Commissioners.

BOARD COMMENT – C. Note asked if the school was contributing to Hollenbach Park. They

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have agreed to aerate both fields, weed and feed both of them on an on-going basis and top soil the second field and seed it. D. Elliott requested that they see the Open Space Fund reports in their packet.

ADJOURNMENT – A motion by C. Note seconded by C. Delp and unanimously carried to adjourn the meeting at 8:10 PM.

Respectfully submitted,

Carol R. Lewis, Township Manager