

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

January 8, 2019

A meeting of the Open Space Park and Recreation Board was held on Tuesday, January 8, 2019. Those present were Dennis Elliott, Chuck Note, Sherry Paup and Michelle Reddick. Also present were County Planners Eric Jarrell and John Miklos and Pottstown Area Regional Recreation Coordinator Michael Lane.

PLEDGE OF ALLEGIANCE – Those assembled pledged allegiance to the flag.

PUBLIC COMMENT – G. Churach recommended posting “no hunting” signs on the Schwenk property. M. Reddick made a note to have it posted once we settle on the property. In response to a question from G. Churach, M. Reddick advised the property has not yet been surveyed, but noted we have a previous survey that was completed when the Township was going to obtain an easement on the property. G. Churach expressed concern boundaries on our open space are being lost and recommended galvanized steel pins be placed once surveyed. D. Elliott expressed concern there may be an open well on the property.

APPROVAL OF MINUTES – Motion by C. Note, second by S. Paup and unanimously carried to approve the minutes of August 14, 2018, as amended. Motion by S. Paup and second by C. Note to approve the September 11, 2018 minutes as written. Aye votes: Paup, Note and Elliott. Abstain: Reddick. Motion carried. Motion by M. Reddick, second by S. Paup and unanimously carried to approve the October 9, 2018 minutes as written. Motion by M. Reddick, second by C. Note and unanimously carried to approve the November 13, 2018 minutes as written.

OLD BUSINESS

REPORTS/PROJECT UPDATES

Green Ailes projects and programs – Ash Tree Removal – It was noted the recommendation was to include a clause regarding restoration of the areas. **Operations Agreement** – It was noted this item was already recommended to the Board of Commissioners. **Contribution** – M. Reddick reported the Board of Commissioners approved a \$5,000 contribution to Green Ailes as part of the 2019 budget.

PARRC Committee Updates – M. Reddick advised a new representative and alternate are needed for this committee due to resignations. She explained Nancy Toothaker, who resigned from this Board, was member, and Township Manager Carol Lewis, who resigned as Township Manager, was the alternate. M. Reddick reported she will attend the meeting until new representatives are appointed. C. Note agreed to attend the meeting if no one else is available.

Hollenbach Park Tree Screen – M. Reddick agreed to follow-up with County Planner Pattie Guttenplan regarding the updates to the plan as previously discussed. It was agreed to have M. Lane take over this project and work with the County to finalize the plans.

PROGRAMS

Archery Hunt – D. Elliott reported there were 17 hunters participating in the program this year, but we have not received any report of a kill. He noted this program was instituted to control the herd and cut down on road kill. County Planner Eric Jarrell advised the County is addressing this same issue within its County parks. He further advised the issue is controlled in Valley Forge by bringing in snipers.

GRANTS

Pottstown Area Health & Wellness Trail Sensing Grant – M. Reddick advised the grant funds will be used to purchase trail sensors, a data plan and an extended warranty from a company called TRAFx. She further advised miscellaneous supplies to install, secure and protect the sensors will also need to be purchased. In response to a question from D. Elliott, M. Lane advised the sensors will be installed at chest height. In response to another question from D. Elliott, M. Lane advised TRAFx interprets the data. M. Lane advised the quote received was for seven (7) sensors, but we will be able to add one (1) additional sensor, for a total of eight (8). He further advised some potential locations include the entrance to Sunset Park and Hollenbach Park. In response to a question from C. Note, M. Lane advised the sensor at Hollenbach would be installed at the entrance. He explained the sensors can be moved after a year. In response to a question from C. Note, M. Lane advised the data will need to be downloaded from the sensor, and we will need to determine how often this will occur. In response to a question from D. Elliott, M. Lane advised the battery life is one (1) year. M. Lane explained the Regional Recreation Committee is attempting to get an intern through Pottstown Area Health and Wellness who could assist with compiling the data. He noted the trail sensors will be installed in the spring. Motion by C. Note, second by S. Paup and unanimously carried to recommend to the Board of Commissioners that they authorize the purchase of eight trail sensors with additional equipment by utilizing the grant monies obtained through Pottstown Area Health and Wellness. M. Lane advised five (5) people will need to be nominated to access the data. D. Elliott recommended K. Hamilton and some of his staff be included.

Other Grants – In response to a question from D. Elliott, M. Lane advised there is a Pottstown Area Health and Wellness grant round for \$100,000 with a 50/50 match. D. Elliott advised he would like to obtain a grant to erect another pavilion as the ones we currently have get booked from early spring to fall. M. Lane explained the grant could be used for a pavilion project with additional amenities. He further explained other projects could include better drainage, ADA accessibility or trail connections.

ATHLETIC FIELDS – No new information to report.

MAINTENANCE

RFP's – C. Note is working on putting together a RFP for maintenance which will be provided for review once completed. It was suggested including vegetation controls in the RFP.

M. Reddick advised J. Bean is working on a list of necessary trail maintenance which will be required as a result of all the rain last year. This report will be presented for discussion once it is completed.

VETERAN'S MEMORIAL – D. Elliott reported the Township did not have any means to accept donations, but we now have an organization through Pottstown which will allow us to accept donations through their 501.3.C. M. Lane suggested D. Elliott send him the proposal, design and budget for this project.

OPEN SPACE PLAN UPDATE – It was noted Chapter 8 along with park recommendations and amenities, surveys and public workshop information will still need to be reviewed. It was suggested having a working discussion at the next meeting to review these items. It was further noted there is an additional chapter on park needs which still has to be reviewed.

NEW BUSINESS – None.

BOARD COMMENT

M. Reddick advised settlement on the Schwenk property is scheduled to occur on or before January 31, 2019. D. Elliott expressed concern regarding a possible well and septic on the property. He also noted we will need to determine whether there are any structures on the property and what would need to be done with those structures. County Planners noted they would like to visit the property.

In response to a question from C. Note, M. Reddick advised the Township Solicitor is working with the attorney for First Energy on an agreement to guarantee the restoration of the parking lot and areas surrounding the parking lot at the Hillside open space property.

D. Elliott wanted to note the following maintenance items need to be addressed: (1) tree over trail at Mocharniuk Meadows; (2) trail near Dallas property keeps washing out; need to look for a solution to problem; (3) park sign posts need to be painted; (4) spraying on trails needs to be completed; (5) new stones needed on parking lots in open space; and (6) better trees needed at Hollenbach Park along with protection of the trees.

PUBLIC COMMENT – None.

ADJOURNMENT – Motion by C. Note, second by S. Paup and unanimously carried to adjourn the meeting at 9:15 pm.

Respectfully submitted,

Michelle L. Reddick, Township Secretary

