

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

November 13, 2018

A meeting of the Open Space Park and Recreation Board was held on Tuesday, November 13, 2018 at 7:00 p.m. Those present were Dennis Elliott, Michelle Reddick, Nancy Toothaker, Chuck Note and Sherry Paup. Also present were Commissioner Renee Spaide, Save Alliance Director Ken Hamilton as well as Township Manager Carol R. Lewis. The meeting was called to order by Chairman Dennis Elliott at 7:00 p.m.

PLEDGE OF ALLEGIANCE – Those present pledged their allegiance to the flag.

PUBLIC COMMENT – Greg Churach, 144 Snyder Rd., advised that he would be blowing the leaves off the Snyder Trail.

APPROVAL OF MINUTES – Motion by M. Reddick second by C. Note and unanimously carried to approve the minutes of August 14, 2018 with one correction to M. Lane's salary to be 50/50 from Open Space Fund. Motion by M. Reddick second by N. Toothaker and unanimously carried to approve the minutes of September 11, 2018 as presented. The October minutes were not ready.

OLD BUSINESS

GREEN ALLIES PROJECTS AND PROGRAMS – Prout Farm – Save Alliance is proposing a 2 acre student CSA working with a group of experts. They would fence in the area to produce fruits and vegetables. They would have some available for buy in shares and some would be donated. They would like to put in a well, shed and fence. There would be no cost to the township. A grant application has been submitted that is awaiting approval from the township.

Sussell Park – Their studies show the pond is nitrified and will get progressively worse. They are currently using it for the summer camps. The front of the pond is wet and eroding. They would like to create a riparian buffer area and a trail system to the pond. Ash trees in the park will be coming down which will make the situation worse. They have applied for a tree vitalization grant for 48 trees. The object is to not mow as it is too wet.

Ash Trees – The Board of Directors voted to remove the ash trees from the Arboretum. They received a proposal for \$8,000 for the trees which will be used to reforest the area. When the work is going to be done, in January or February, they would like to close the Arboretum for that period for safety reasons. The trees in Sussell Park are too small to have any monetary value and they are not as easily accessible. The forester will be leaving behind the tops less than 1" which will have to be cleaned up.

The Board discussed where the students for the CSA would be coming from. They would be coming from the Pottsgrove area to include Pottstown and Boyertown, etc. They discussed where the farming activities would be placed. It would not interfere with the trails. They discussed the details in agreement and have some requested changes. They also discussed maintenance of the projects. K. Hamilton stressed again that they would maintain the areas. Motion by C. Note second by M. Reddick and unanimously carried to approve both projects but hold off on the operations and maintenance agreement. Motion by C. Note second by N. Toothaker and unanimously carried to approve the removal of the ash trees in Sussell and the Arboretum conditioned on the contract being modified to include repairing of any damage.

Programs – Motion by M. Reddick second by N. Toothaker and unanimously carried to approve the programs as presented.

PARC COMMITTEE UPDATES – East Coventry approved their membership to the PARC Committee.

MAINTENANCE – M. Reddick reported that she and D. Elliott sat in on a mini budget meeting and had discussed the possibility of sending out an RFP for maintenance. They discussed the parameters for the RFP. C. Note will send out a sample RFP for the Board to consider.

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Mark ad Merrick McKinney, 117 Hanover Drive asked what was being planned for Fox Hill Trail, it is very swampy. Merrick had done his Eagle Scout project at the Arboretum and they love using the trails. Mark's Dad is an avid geocacher and they hike Fox Hill frequently. They suggested the Board look into rerouting the trail to a less swampy area.

VETERAN'S MEMORIAL – N. Toothaker had asked about using open space funds for the Veteran's memorial. This is legal but they are still limited to 25% of the funds brought in by the dedicated tax.

OPEN SPACE PLAN – M. Lane presented the final draft of the survey results. They compared these to the workshop results. They then discussed when the draft would be ready for review and the role of the County Planner. M. Lane and M. Reddick will make an appointment with the Executive Director to discuss this matter.

NEW BUSINESS

2019 BUDGET – The Board discussed the 2019 budget line items and the level of maintenance for the parks. C. Note recommended keeping the bills coming out of General Fund and reimbursing it as it is. There is no real benefit to moving it.

BOARD COMMENTS – C. Note asked if the purchase is going through. It is. D. Elliott advised there is a well that needs to be capped.

ADJOURNMENT – Motion by C. Note second by N. Toothaker and unanimously carried to adjourn the meeting at 9:07 p.m.

Respectfully submitted,

Carol R. Lewis, Township Manager/Treasurer