



Susquehanna Township
Recreation Advisory Committee Meeting Minutes –August 15, 2018

Call to Order

Chair Tony Wright called the meeting to order at 6:15 pm. Roll call was read.

Roll Call

Committee Members	Ward	Attend.	Township Personnel Present	Attend.
Christine Broadfield	1	Absent	Commissioner Jody Rebarchak	Excused
James Wiley, Vice-Chair	2	Excused	Commissioner Mona Johnson	Excused
Arlene Prentice	3	Present	Director Robert Reichard	Present
Daneisha Dunbar-Yancey	3	Excused	STPR Admin Assistant Ilene Swartz	Present
Christopher Krawczuk	4	Present	Additional Attendees	
Gregory Peters	5	Absent	Denise Spong, HRG	
Amy Sturges	6	Present	Anna Clark, HRG	
Barry Buskey	7	Excused		
Tony Wright, Chair	8	Present		
Craig Johnson	9	Present		
William Thomas	At Large	Present		

Approval of Minutes

There was no RAC meeting in July. A motion to approve the meeting minutes from June was made by **Chris Krawczuk** and seconded by **Amy Sturges**. The minutes were approved unanimously.

Special Interest – Public Comment – Guest Recognition

Denise Spong and Anna Clark of Herbert Rowland & Grubic's Marketing Department were present to discuss their support of the ribbon-cutting ceremony for the Veterans Memorial Park Playgrounds in September. The Opening Ceremony event will take place during the normal RAC meeting time at the Veterans Memorial Park on Wednesday, September 12, 2018. The rain date will be Friday, September 14, 2018.

Denise and Anna provided a media advisory, guest list, and agenda for the ceremony. There was a discussion of the agenda, with RAC Chair **Tony Wright** speaking last before the ribbon cutting by the Commissioners and children together. **Township Secretary-Manager David Kratzer** will emcee the proceedings, which should take 45 minutes to an hour at most. The committee agreed that the focus should be on the children for this event. Some general discussion was had regarding providing a "goody bag" for the children, whether or not snacks or water should be provided, and some other details and items needed for the event. **Bill Thomas** asked how the event would be

promoted to ensure children would come, which led to discussion of various avenues of advertisement and promotion in schools and day cares and to the public in general.

Commissioners Reports

No Report

Committee Reports

By-Laws Committee –

New Recreation Advisory Committee member **Bill Thomas** has been added to this subcommittee.

MOUs

Director Reichard provided copies of the MOU for the STHS Alumni Association for Veterans Memorial Park Memorial Garden. He stated the solicitor has reviewed the document and made changes (a copy of which was attached to the updated copy). A motion was made by **Bill Thomas** to approve the MOU as amended and send it to the Commissioners for approval. The motion was seconded by **Craig Krawczuk** and it carried unanimously.

Director Reichard added that this will be the first MOU of many to come, as up until now, much of the interactions Parks and Recreation have had have been based upon “Gentlemen’s Agreements” so it is now necessary to formalize these agreements into Memorandums of Understanding for the future. These will need to be done for each association with which STPR works.

Recreation Land/Parks Committee –

Amy Sturges stated that in place of a July RAC meeting, the Recreation Land & Parks Subcommittee met in July and was given a tour by **Director Reichard** of several parks. The subcommittee discussed issues particular to each park and found it extremely helpful. Before the next meeting, the subcommittee plans to review the list of needs in each of the parks and prioritize them.

Special Events Committee –

The Opening Ceremony for the Veterans Memorial Park Playground will be held on Wednesday, September 12, 2018 from about 6pm to 7pm. The rain date will be Friday, September 14, 2018 at the same time.

Recreation Director’s Report

Veterans Memorial Park Project

Director Reichard reported that the final inspection of the Veterans Memorial Park updates was on August 1, 2018. The project is essentially complete, with only a small list of finishing touches needed. The last phase was trenching a pipe to the Public Works Building for potable water in the future.

Boyd Park Project

Director Reichard provided an engineer’s cost estimate from HRG regarding the proposed costs of the project. Most of the work will be done in-house with the Public Works Department headed by **Director Nate Spriggs**. Due to the park’s wooded and natural setting, stone will be used for the parking areas instead of paving, and the trails will also be stone and crushed stone, which will

provide easier upkeep. The handicap accessible parking spaces will likely be done in concrete. The savings on the pavement will also allow a pavilion to be added. STPR's agreement with the Boyd Foundation is to get the project started this year. **Director Spriggs** estimates this will be an October/November/December project, though the concrete may have to be put off until Spring due to the weather.

Bishop McDevitt

Bishop McDevitt High School is renovating its baseball field and has requested the use of Veterans Memorial Park for its September and October practices. **Director Reichard** has sent them the appropriate paperwork and information on fees. **Bill Thomas** asked if this will conflict with any of the Hanna School District or other existing associations' use of the fields. **Director Reichard** reviewed what is currently there and said they would have to schedule around the existing schedules. The committee agreed that the school should pay the same rates as other associations who use Veterans Park facilities.

Budget Season

The ByLaws/Nominations subcommittee reviews budget issues for the Recreation Advisory Committee. **Director Reichard** said some of the expected things for this coming budget year include a 5% increase in fees and some exploration into the possible use of Recreation software, which will require an initial layout of funds for set up.

Old Business

None.

New Business

Tree Planting at Christian McNaughton Memorial Park

Due to the efforts of **Community and Economic Development Director Betsy Logan** and the Shade Tree program, 33 trees are available to be planted in McNaughton Park. The planting will take place on Saturday, October 20, 2018 from 9am to 11am. The rain date is the following Saturday, October 27, 2018 at the same time. Committee members are asked to participate if they can as "the more hands, the lighter the work". The Public Works Department will be assisting with digging the holes. **Bill Thomas** pointed out it would be a good project for high school students to get some volunteers hours. There was a discussion about what groups (such as Key Club) might be available to assist.

Logan Farm Park Closed Due to Trees Down

Logan Farm Park is officially closed due to the condition of the woods. In the recent heavy storms, a large number of trees have been downed within the park, making it unsafe at present. Signs have been put up.

Member Concerns/Announcements

Shirts for Veterans Park Project Opening

Christophther Krawczuk suggested it would be a good idea to wear the red and white STPR polo shirts the committee has to the Grand Opening of the Veterans Park Playground. There was universal agreement to this idea. Those members who do not have one should see Bob at the Recreation Office after the meeting.

Erosion on Greenbelt Spur

Christopher Krawczuk advised that there has been erosion on the Veterans Park trail spur from the Greenbelt. **Director Reichard** reported that he knew of some due to the recent storms and was waiting for the storms to ease up before making repairs, but will look into its worsening condition.

Welcome of Bill Thomas, New At Large Committee Member

Bill Thomas expressed his appreciation to be able to serve on the committee and said he was glad to be joining the team. He said part of his reason for wanting to serve was that his children were campers in the Day Camp and he found it to be a phenomenal program. **Tony Wright** welcomed **Bill Thomas** aboard and said the committee was very glad to have him.

Budget Season Needs

Amy Sturges asked **Director Reichard** if he needed the committee's opinions on the list of projects for the park before starting the budget or if they were more long-term concerns. **Director Reichard** say yes and no, as the playgrounds for McNaughton, Stabler, and Edgemont parks were being discussed as much sooner projects than originally thought. He asked committee members to feel free to talk to their commissioners. Members can keep recreation in the commissioners' minds and remind them of its importance.

If you have not already done so, please fill out a Member Contact Card and return it to Ilene Swartz in the Recreation Office so she can update the committee member contact list. If you need a Member Contact Card, please email her at iswartz@susquehannatwp.com.

Adjournment

A motion to adjourn the meeting was made by **Arlene Prentice** and seconded by **Chris Krawczuk**. The motion was approved unanimously. The meeting was adjourned at 7:10 pm.

The next RAC Meeting is scheduled for September 12, 2018 at 6 pm. This will be the Playground Opening Ceremony at Veterans Memorial Park.