

MINUTES OF March 16, 2017
PETERS TOWNSHIP PARKS AND RECREATION BOARD MEETING

The scheduled meeting was held in the Conference Room at the Community Recreation Center on March 16, 2017 at 6 p.m. Approved-meeting minutes can be viewed online at www.peterstownship.com

AGENDA

- I. **Call to Order:** Board Chairperson, Pat Airhart
- II. **Roll Call:** Board members attending: Pat Airhart, John Hilzendeger, Brittany Smith, Ed Rafferty, Bill Kinavey
Board Members Not in Attendance: Jeff Crummie John Yocca,
Staff attending: Michele Harmel, Parks and Recreation Director, Becky Goodwin-Sopko, Recreation Secretary
- III. **Approval of Minutes:** Motion made to approve February minutes as submitted by John Hilzendeger and seconded by Brittany Smith. Motion carries 5/0.
- IV. **Audience Comments:** None
- V. **Old Business:**
 - a. **Updates on:**
 - i. **Amphitheater:** Minor punch list to finish: Landscaping and paving to be completed in May.
 - ii. **Peters Hill Park:** The Council Workshop will take place on Monday, March 20. Members of Council, Board members and those involved in the Peters Hill Park will discuss project. Parks and Recreation Board members are encouraged to attend.
 - iii. **Shelter 4 Playground:** Same status as last month. Parks and Recreation Director, Michele Harmel states that the playground is complete, except for the poured in place surface.
Board Member Ed Rafferty made a motion for the WPIAL, PIAA to utilize field 1 at no cost for a tournament. Parks and Recreation Director, Michele Harmel informed Board member Ed Rafferty that this subject was discussed last year so a new request would have to be added to the agenda under New Business. She also stated that WPIAL, PIAA cannot be viewed as school district group they are a for profit organization and that our fee schedules are governed by township ordinance, that they would have to be charged accordingly. Last year they were offered a rate of \$100 an hour for use that they (WPIAL) chose not accept. Motion was made by Ed Rafferty to add the discussion for the WPIAL, PIAA hosting and use of the park fields by baseball, softball to the New Business Agenda. Seconded by John Hilzendeger. Motion carries 5/0
 - b. **Community Recreation Center Rules and Policies:** Board members discussed the updates from last month's meeting suggestions. They did question a disclaimer for photographs on forms (which there is already) and Director, Michele Harmel stated that signs were going to be placed in the facility to state that photographs by staff could be taken and used in articles and promotional purposes. Board members suggested that it be added that photographs are the property of the Parks and Recreation Department. Motion made to approve Community Center Rules and Policies with changes made by Ed Rafferty, Seconded by Brittany Smith. Motion carries 5/0
 - c. **Locker Rental Policy:** After a brief discussion of board members on the Locker Rental policy. A motion was made by John Hilzendeger to approve with discussed changes, Seconded by Brittany Smith. Motion carries 5/0
- VI. **New Business:**
 - a. **Montour Trail:** Mark Imgrund from Friends of the Montour Trail Council attended the meeting to present the Plan and Overall happening in 2017 highlighting the Montour Trail, Trail Events, Construction project and Award of 2017 Trail of the Year they received. Mr. Imgrund has submitted the request for the Twilight walk and Penny Day for the trail.
This year construction of a shed at Brush Run trailhead for storage of trail equipment. Mr. Imgrund updated the board members on trail outside of Peters Township; South Park working with Consol on a project of the trail in connection to the Consol site. Montour Trail receiving DCNR 2017 Trail of the Year. Mr. Imgrund also discussed a survey on use of the trail and the request of additional restroom facility, Michele Harmel stated that the department is working on signage to direct trail walkers to restrooms within the park for convenience. Mr. Imgrund stated that he was questioned on the hours of operation of the trail by Chief Grimes. Parks and Recreation Director, Michele Harmel stated that the hours are dawn to dusk and other than minor vandalism they didn't know of anything happening on the trail.
 - b. **Columbia Gas:** Project to replace high pressure lines in parks. Some disruption in services, and they have requested a staging area in the area of the football field.
 - c. **Council Workshop:** On Monday, March 20, Township Council, Parks and Recreation Board members will be interviewing the final three firms for the development of Peters Hill Park. Township Council will award and confirm at March 27 meeting.
 - d. **Ed Rafferty – Request WPIAL, PIAA:** Ed Rafferty made Motion to recommend that Council approved a free use of field in Peterswood Park. Parks and Recreation Director, Michele Harmel stated that you can't make a motion for something that is in conflict to a township ordinance and something the board doesn't have the authority to do. Parks and Recreation Director, Michele Harmel clarified that last year the board

had made a recommendation to have WPIAL pay \$100 per hour for use of fields. Michele Harmel also said that this organization (WPIAL) is a for profit group to be charged nothing for the use of the fields is in violation with our township ordinance and did not see that it would we charge other township residents and groups that use the facilities but not charge this non-resident organization (and more than likely no residents would play on our field during this tournament). Michele Harmel, stated she would speak to Athletic Director, Brian Geyer and ask his thought on if this current recommendation would be accepted and also talk to the Township Manager. After additional discussion among all board members, Michele Harmel stated, that at this time she would look into what other facilities are used. Based on current ordinances and fee she would recommend to Township Council that they not charge a lower fee to this organization that it charges to its own resident groups.

- e. **High School Baseball Request:** Michele Harmel, Parks and Recreation Director stated that she and Parks Maintenance Supervisor took a look at the area and there is no way to get the baseball turtle off the field. Michele Harmel talked to Brian Geyer the High School Athletic Director about the findings and looking at other alternatives such as netting. Turtle will not be purchased or placed on the field.

VII. Y.E.S. Report: John Yocca not in attendance, However, Parks and Recreation Director Michele Harmel stated she had talked to John and he is working on getting the Y.E.S. programs back on the cable channel and looking for a speaker for the fall sportsmanship workshop.

- a. **Association Board Dinner:** Still looking to have a Sports Association Dinner in spring by not sure how to make sure all attendees pay in advance. Dinner is still in question, will discuss at the April Parks and Recreation Board meeting. Also it was suggested that local catering or other type food service be looked into.

VIII. Directors Report: Michele Harmel stated that an article will be coming out on the Parks and Recreation Department and Board. Department received \$104,000.00 in grant for ADA upgrades to be used at fields 1 & 2 and an ADA accessible path up to field 5. \$250,000. 00 DCNR grant to replace Shelter 2 and playground this summer. We are in the process for applying for the next round of grants through the DCNR. Bids for the field 5 restrooms / concession building. Also working on hiring firm for the master plan of Peters Hill Park. 3 paving projects in the park this summer, amphitheater paving and trail connector from field 5 to turf field parking section. There will be work on the trail work to make at least some of the COSWAY side of the lake trail ADA accessible. There will be a fence replacement at field 4. Lots of things happening in the Parks Department this year and the ribbon cutting on June 3 around 5:30 p.m. at the new Amphitheater and concert at 6 p.m.

- a. **Board Member Attendance Sheet:** OK

b. **Monthly Report:** OK

c. **Participation Attendance Sheet:** OK

d. **Goals:** OK

e. **Quarterly Review to Council:**

- i. **2016 Fourth Quarter and First Quarter Review:** April 10, 2017 – Pat Airhart
- ii. **2017 Second Quarter – Jeff Crummie**
- iii. **2017 Third Quarter**
- iv. **2017 Fourth Quarter**

f. **Outstanding School Facility Request:** OK they are coming along.

g. **Association Documents:**

- i. **Required Documentation Reports:** OK

IX. Monthly Financial Report: OK

X. Correspondence: None

XI. Complaints/Compliments: None

XII. Announcements:

- a. Council Workshop March 20, in Council Chambers
- b. Fly Fishing March 22
- c. Family Night Flicks, March 17, 2017
- d. Senior Luncheon April 12, 2017 (Noon - 2 p.m.)
- e. Bunny Hop and Egg Scramble, Saturday April 8, 2017
- f. Next Parks and Recreation Meeting Thursday, April 20, 2017

XIII. Adjournment: Motion to adjourn made by Brittany Smith seconded by Ed Rafferty carried 5/0 at 8 p.m.