

Parks, Recreation, and Shade Tree Advisory Board

Minutes of Tuesday, August 23, 2016

A meeting of the Parks, Recreation, and Shade Tree Advisory Board was held on Tuesday, August 23, 2016, at the Plymouth Township Community Center. Present were Board members Kim Pennington, Barbara Thompson, Pat Iannelli, Jason Sugalski, Neil Clark, and Jennifer Dow; Parks and Recreation Director Karen Franck; and Board Secretary Rosemary Winterbottom. Board member Patty Trask was not in attendance.

Board Chairman Kim Pennington called the meeting to order at 7:00 PM.

1. REVIEW/APPROVAL OF MINUTES FOR TUESDAY, JULY 26, 2016

A motion to approve the minutes of the July 26, 2016, meeting was made by Pat Iannelli. This motion was seconded by Barbara Thompson and unanimously approved.

2. ACKNOWLEDGEMENT OF GUESTS AND VISITORS

There were no guests or visitors in attendance.

3. DISCUSSION OF PACKET MATERIALS

The monthly report for July-2016 was reviewed. Karen Franck stated that the summer camps went well; only one-week camps are remaining. Swim lessons have had increased registration. Monthly passes and some renewals have also increased.

Karen showed the Board pictures of new playground equipment at Harriet Wetherill Park, the pavilion at Harriet Wetherill Park, work on new infield at Villanova field, Princess Camp, and renovation work on the barn exterior at Harriet Wetherill Park.

4. OLD BUSINESS

A. General Department

1. Community Garden – Survey and Timing

Surveys to determine interest in a community garden will be sent out in the Fall Newsletter and sewer bills. This community garden will be run independently and will have a Board composed of 4-5 individuals. Results of

the survey will be reviewed in September, and the results passed on to Council in October.

Kim Pennington expressed some concerns over liability issues.

2. PECO Grant Followed by DCED Application

Karen Franck reported that the engineers completed their study of the PECO Grant, and the DCED application was submitted. A few more qualifications to the application were requested. Upon completion of these requests, the application will be re-submitted. It is expected to hear awarding of this grant in October.

3. PRPS and Pre-School Camps

Karen provided the Board members with an 8/16/16 Draft Position Statement On Child Day Care Center Certification Regulations that was issued by the Pennsylvania Recreation and Park Society, Inc. (These regulations would pertain to the Mini-People Camp.) Input to this Position Statement will be taken to State Legislators with the hope of revising the current state law. Mini-People Camp operated this year under a "good faith effort" to train personnel to current laws.

4. Budget

Karen Franck noted that the budget process has begun. Karen spoke to Rick Carbo about lighting concerns near the concession stand at East Plymouth Valley Park. Rick suggested the possibility of installing spotlights on the concession stand that would provide light to the area near the bridge. Jennifer Dow inquired as to why there is no walkway to the tennis courts. Karen will check with Rick on this.

B. Community Center/CC Park

1. Marketing Promotions

A listing of promotions for the September-December period was provided to the Board members. Included were 10% off on October 22, 11% off on Veterans Day, and 1/2 price evenings on Christmas and New Years Eve.

2. Shutdown Week, Lighting and Capital

Karen Franck stated that areas of new flooring, new tile, and new carpeting Will be done during Shutdown Week this year. Activity Central will be painted. The gym floor will be re-coated and pool maintenance will be done. Lighting will be done later to coordinate with PECO.

C. Parks Maintenance/Parks Issues

1. GPCC Fields -- Turf

The installation of turf on the Villanova field is going very well. It is expected that the work will be completed by September 19. Villanova University is paying for the entire project.

2. Playground Improvements

Karen stated that some playground improvements will be done this year. The Community Center playground will be re-done in October. Minor improvements will also be made to the East Plymouth Valley Park, Colwell Park, and Black Horse Park playground.

D. Wetherill Park

1. DCNR Grant Progress

- a. Barn, Playground and Pavillion
- b. Ribbon Cutting

Pictures of the playground equipment, pavilion, and barn renovation work were shown to the Board earlier in the meeting. Karen stated that the ribbon cutting is scheduled for Monday, September 19, 2016, at 6 PM.

2. Act 13 Grant Resubmittal

Karen Franck stated that the Act 13 Grant has been resubmitted, but there has been no word yet if the grant was received.

E. Programming

- 1. Fall/Holiday Programming – Special Events
- 2. HWP Weekend

Karen provided the Board members with a listing and description of the Fall and Holiday events. HWP Weekend will include a Campfire & Storyteller (October 14), Mystery Madness (October 15) and Hayride and Pumpkin Pick (October 14, 15 and 16).

5. NEW BUSINESS

Karen Franck stated that the bids are going out for the sidewalk installation along Germantown Pike. It is expected that the bids will be awarded in October.

Karen also expects that the pending DCNR application will be awarded in October.

6. MISCELLANEOUS

No items were discussed.

ADJOURNMENT:

A motion for adjournment was made by Jason Sugalski and seconded by Neil Clark. The next meeting of the Board is scheduled for Tuesday, September 27, 2016.

Respectfully submitted,

Rosemary Winterbottom

Rosemary Winterbottom, Secretary