

STRABAN TOWNSHIP PARKS & RECREATION ADVISORY BOARD

George Mauser, Deb Kammerer, Tom Adair, Joyce Wentz, Debbie Arnold

MEETING OF: FEBRUARY 20, 2012

The Straban Township Parks & Recreation Advisory Board met this date, as publicly advertised, at 7:00 p.m. in the meeting room of the Straban Township Municipal Building, 1745 Granite Station Road, Gettysburg, PA 17325 with Board Chairman George Mauser presiding. Others in attendance were: Vice-Chairperson, Deb Kammerer; Member Debbie Arnold; Treasurer Tom Adair; Eugene Baugher, Road Crew; Jon Kilmer, Township Engineer; Supervisor Sharon Hamm; and Office Manager Robin Crushong. Member Joyce Wentz was not present.

Others in attendance were: None.

Board Chairman George Mauser brought the meeting to order.

Minutes:

Mr. Adair moved, seconded by Ms. Kammerer, to approve the January 16, 2012 minutes as presented. Motion carried unanimously.

Reports:

The Treasurer, Mr. Adair gave the Treasurer Report. There were no expenses for the month. The only income was interest in the amount of \$3.85. The balance in the Recreation Account is \$45,293.24.

Appearances:

None.

Old/New Business:

- a. **Introduction of new Township Office Manager.** Robin Crushong introduced herself to the Board and asked that she would like to make sure that the communication between the Board and the office is open and that if the office could offer assistance to this Board to please let her know.
- b. **Review park landscaping improvement plan, update schedule and initiate detailed planning:** Mr. Kilmer reviewed the landscaping improvement plan with the Board. The plan is to blacktop the existing driveway/parking area this Spring. Mr. Kilmer made it clear that no expansion or grading could be done only blacktopping the existing driveway/parking area. Mr. Baugher asked if it would be feasible to have a conduit put in under the driveway at the time of blacktopping for future use. Mr. Kilmer replied that that this would be a great time to do that. Since the Board is interested in getting this blacktop done this year, it was noted that the measurements will need to be forwarded to Mark Walde, Township Road Master, so that he can include it in his bid. The labor/materials for this job will be a percentage of the bid so when Mr. Walde gets the price of the bid, the Recreation Board will need to know the amount of its portion. Vice-Chair Kammerer asked when this work would be performed. Mr. Baugher stated that usually the Road Crew likes to do the blacktopping

jobs when it is really hot so it would probably be in July. It was noted that notice will need to be posted that the park will be closed for a few days.

Mr. Kilmer explained that the NPDS Permit is a two (2) year permit on the whole property. There is a time-line to get everything accomplished around the meeting dates. Mr. Mauser requested that Mr. Kilmer submit an updated schedule/sequence of the improvement plan so that the Board can see what is scheduled to get done in Phase 1,2 and 3 and present it to the Board of Supervisors. Mr. Kilmer will bring the detail to the March 19th meeting for approval by this Board so that it can then go before the Board of Supervisors for approval.

Gravel improvement to bleacher pad: Mr. Baugher presented to the Board a proposal from Schmuck to purchase three (3) 20' of 8"x8" treated lumber in the amount of \$416.01; (3) 8' 8"x8" treated lumber in the amount of \$178.35; plus hardware in the amount of \$50.00; a truck load of mulch in the amount of \$40.00; plus labor for (2) men for 5 hours each at the rate of \$20.00 per hour for \$200.00 bringing the total amount needed to \$884.36. Mr. Adair moved, to approve an amount not to exceed \$1,000.00 for the material and labor for the improvement to the bleacher on the 3rd base side of Field "A"; seconded by Ms. Arnold. Motion carried unanimously. **A request will be made to the Board of Supervisors at their next meeting for approval to execute the project within a not-to exceed budget of \$1000 from the Recreation Fund.**

- c. **2012 Park Scheduling – Review/Approve updated Request Form:** Ms. Arnold moved to adopt the updated Reservation Request Form, seconded by Mr. Adair. Motion carried unanimously. Ms. Hamm will post this on the Township website and add the revised date at the bottom of the form at the suggestion of Ms. Kammerer.

Mr. Mauser asked the Board what their feelings were on the only application that has been received. The applicant has requested all three (3) fields; Field "A" and "B" for all five (5) days of the week for five (5) weeks and Field "C" for two (2) days a week for five (5) weeks. The suggestion was to approve their requests for Fields "A" and "B" and approve their request for Field "C" until April 15th with provisional approval thereafter.

- d. **Status of actions required in response to Township Attorney Letter on Liability:** It was decided that a poster size of the guidelines should be posted at the Park and posted on the website. Also, a calendar of events will be posted on the Bulletin Board.
- e. **Review Comprehensive Plan preparation:** Mr. Mauser requested that Ms. Arnold contact Member Joyce Wentz and start working on putting together a draft Comprehensive Plan for the March meeting and look to have a final draft for the May meeting. Ms. Arnold agreed.

Public Comment:

None

Adjournment:

With no further business to come before the Board, Ms. Kammerer moved, seconded by Ms. Arnold to adjourn the Meeting at 8:40 p.m. this date.

Respectfully submitted,

Robin K. Crushong
Office Manager

NEXT MEETING: SUPERVISORS: March 5, 2012
PARKS & RECREATION ADVISORY BOARD: March 19, 2012