

STRABAN TOWNSHIP PARKS & RECREATION ADVISORY BOARD

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

MEETING OF: JUNE 18, 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; Supervisor Sharon Hamm; and Office Manager Robin Crushong. Secretary Joyce Wentz, Jon Kilmer, Township Engineer, and Gene Baugher, Recreation Maintenance were not present.

Others in attendance were: None.

Board Chairman George Mauser brought the meeting to order.

Minutes:

Mr. Adair moved, seconded by Ms. Arnold, to approve the May 21, 2012 minutes as presented. Motion carried unanimously.

Reports:

The Treasurer, Mr. Adair gave the Treasurer Report. There were expenses associated with engineering expenses in the amount of \$332.73; and with the filing of the NPDES Permit in the amount of \$3,000.00. The only income was interest in the amount of \$4.49. The balance in the Recreation Account is currently \$49,513.27. Mr. Adair asked how much is still needed for engineering fees out of this? There is about \$2,400.00 left out of the designated \$10,000.00 approved by the Board of Supervisors in October 2011 for engineering fees. Mr. Mauser stated that the Board of Supervisors approved the Recreation Plan at its June 4th meeting then had some hesitation on approving the NPDES Permit fees. Everyone was thrown with this expense but we have no option but to do it. It was noted that there could be some more fees associated with this permit. Ms. Kammerer feels that these fees should be minimal. There may be a fee for extension if that would need to happen. Mr. Mauser will check with Mr. Kilmer to see what was submitted with this NPDES Permit, just Phase I or all phases. There could be more fees.

Appearances:

None.

Old/New Business:

Scheduling Status and 15 July Fall season deadline – Mr. Mauser presented the excel sheet that shows the schedule status so far. The Fall requests are to be in by July 15th. The baseball team has filed their requests for August, September and October. This request was for Fields "A" and "B". There is no reason not to approve this request. There are no other requests in yet.

Review Park landscaping improvement detailed planning – Permit fees/Permit application status – Mr. Mauser informed the Board that the engineer should have filed the permit application package and will check with Mr. Kilmer on this. The Board would like to put out for bids while waiting on permit. This can be discussed later.

Straban "Sunday at the Park" picnic planning – Ms. Hamm stated that the date was September 16, 2012 for the picnic. Ms. Hamm and Ms. Crushong will work on getting the guest list updated and get a "save the date" notice out to all by e-mail. Ms. Kammerer would like to see all the Board of Supervisors attend the picnic this year.

Vandalism - It was noted that there have been no vandalism reports this month. The Board would like the office/maintenance staff to continue working on a fee analysis and show how much the Recreation Park is costing the township and how much these maintenance costs are for the vandalism.

SOP Planning - Mr. Mauser did a draft outline to start filling in for a Standard Operating Plan (SOP). He will get a copy to everyone this week to start working on. The purpose of an SOP is to layout how the park is to be used; a "how to" manual. Here is the park, this is what you can do; this is what you cannot do. The thought is to have it available in the township office to hand out to new residents to the township, to be put on the website, etc. It is also good for in a few years when there are new members on the Board to see what the rules and regulations were. It can include a map of the park, reference to other documents like the Recreation Plan. This document would be less than 15 pages. The thought is to have this document ready before next spring season starts. It was suggested that the organizations that use the park now could be invited to add input.

Ms. Arnold spoke to representatives at Oakside Park about how they handle theft issues. They have invited Straban to attend a meeting and bring this matter up. It is a good idea to see how our neighbors operate. The Oakside Park meeting is schedule for the 2nd Tuesday of each month. Mr. Mauser asked Ms. Arnold if she would be able to attend their next meeting. Ms. Arnold would do that. Mr. Mauser and Ms. Hamm will be having a meeting with the Gettysburg and Cumberland on June 25th. Ms. Kammerer said that she has heard that the Oakside Park maintenance personnel uses metal detectors to find the pins when they are vandalized. Mr. Mauser stated that there is some funding available for parks. Ms. Hamm confirmed that funds are available but most of the time needs to be requested as inter-municipal so this is another reason to have good communication with our neighboring parks.

Public Comment:

None.

Adjournment:

With no further business to come before the Board, Mr. Adair moved, seconded by Ms. Arnold to adjourn the Meeting at 7:45 p.m. this date.

Respectfully submitted,

Robin K. Crushong
Office Manager

NEXT MEETING: SUPERVISORS: July 2, 2012
PARKS & RECREATION ADVISORY BOARD: July 16, 2012