

STRABAN TOWNSHIP PARKS & RECREATION ADVISORY BOARD

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

MEETING OF: SEPTEMBER 17, 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-Chair person Deb Kammerer; Member Debbie Arnold; Treasurer Tom Adair; Secretary Joyce Wentz; Supervisor Sharon Hamm; and Office Manager Robin Crushong. Jon Kilmer, Township Engineer and Gene Baugher, Recreation Maintenance was not present.

Others in attendance were: George Douglas and Kathy Mummert from Adams County Aftershock Fastpitch Softball Team.

Board Chairman George Mauser brought the meeting to order.

Minutes:

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

Reports:

The Treasurer, Mr. Adair gave the Treasurer Report. There were expenses associated with engineering in the amount of \$529.05. The only income was interest in the amount of \$4.07. The balance in the Recreation Account is currently \$47,089.09. Mr. Adair noted that the full \$10,000.00 approved by the Board of Supervisors in October 2011 for engineering fees has been spent. Ms. Kammerer moved, seconded by Ms. Wentz to approve the Treasurer Report as presented. Motion carried unanimously.

Appearances:

None.

Old/New Business:

Park Improvement Work Status/Plan Revision – Mr. Mauser presented the Planning Estimate for Phases I-III (Grading/Paving) showing the engineer suggested estimates were \$38,000.00 and \$17,000.00 for Phase IA. The actual price on Phase IA was significantly higher mainly because of the amount of fill dirt needed and the distance to get it. The Board of Supervisors awarded the lowest bid for Phase 1B at its last meeting to C.E. Williams' Sons, Inc. Mr. Mauser requested that Ms. Crushong find out when the work will be started and finished and report back to the Board the status. Mr. Mauser stated that the work will include the entire swale by work order after the work has begun. Mr. Mauser stated that this Board has three (3) options: 1) Leave the phases as planned and wait until funds become available; 2) develop less costly engineering options to improve soccer field drainage and develop detailed plans for procurement next year; 3) or maintain field as it is now. There was discussion about doing low cost things such as horse shoe pits, volleyball court, etc. It was stated that the park is being improved and there has been a lot of money invested in the park so far. There is a good plan in place it is just the resources are not available. The plan was developed last spring and the Phase IA prices went up. The fill dirt has become an issue because of gas prices and the distance needed to travel to get the fill dirt. The next step would be to revise the plan and estimate what the cost will be. Ms. Kammerer asked who is responsible for the inspection fees for the work that C.E. Williams is doing at the park now and how much is the additional cost on the work order going to be. Ms. Crushong will get these answers from Jon Kilmer and pass the information along to the Board. There was also

discussion about how much funds the Board should keep in the account. The account has \$47,000.00 in it currently and with the other things to come out of the account, i.e., Phase IB plus change order, there may be roughly \$13,000.00 to work with. Mr. Mauser will update the charts.

Park Operating Procedure - Mr. Mauser did a draft outline to start filling in for a Standard Operating Plan (SOP). This document can be worked on during the winter months and the goal is to have a document ready by next spring. The goal is to keep it simple. There was a suggestion to attach a form to it that people would sign stating that the SOP was read. There are a lot of samples out there with other organizations. Ms. Wentz and Ms. Arnold will work together to get a good draft for review by the Board.

Preparation for 2012 Annual Report to the Supervisors – It is that time of year again when the annual report is due to the Board of Supervisors. Mr. Mauser will work on this document and get it to the Board for review and comments.

Public Comment:

George Douglas – Wanted to let the Board know that his organization has changed its name from Gettysburg Spirit Girls Fast Pitch Softball Team to Adams County Aftershock Fast Pitch Softball Team so that they could include other surrounding areas like Fairfield, Biglerville, Bermudian Springs. He also wanted to let the road crew know that the fields were great this year. He also wanted to ask the Board what the procedure would be if his team wanted to donate two (2) dug-outs at Field C. Mr. Mauser stated that he would have to go before the Board of Supervisors and get approval. He also wanted to make it clear that any donation would be the property of the park and that this advisory Board and the Board of Supervisors would need to review/approve any plans.

Sharon Hamm – Thanked the Board for having the annual picnic again this year and asked if one picnic a year is enough. Everyone agreed that one picnic a year is enough.

Adjournment:

With no further business to come before the Board, Mr. Adair moved, seconded by Ms. Wentz to adjourn the Meeting at 7:50 p.m. this date.

Respectfully submitted,

Robin K. Crushong
Office Manager

NEXT MEETING: SUPERVISORS: October 1, 2012
PARKS & RECREATION ADVISORY BOARD: October 15, 2012