

**STRABAN TOWNSHIP PARKS & RECREATION ADVISORY BOARD**  
*Deb Kammerer, Debbie Arnold, Joyce Wentz, Tom Adair, George Mauser*

**MEETING OF: SEPTEMBER 16, 2013**

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 Chair Deb Kammerer presiding. Others in attendance were: Vice Chair Debbie Arnold; Treasurer Tom Adair; Secretary Joyce Wentz; Member George Mauser; and Office Manager Robin Crushong.

There were no others in attendance.

Board Chair Deb Kammerer brought the meeting to order.

**Minutes:**

Mr. Adair moved, seconded by Mr. Mauser, to approve the August 19, 2013 minutes as presented. Motion carried unanimously.

**Reports:**

The Treasurer, Mr. Adair gave the Treasurer Report. There were no expenses in the month of August 2013. The only income was interest for August 2013 in the amount of \$1.29. The balance in the Recreation Account is currently \$30,322.74. Mr. Mauser moved, seconded by Ms. Arnold to approve the Treasurer Report as presented. Motion carried unanimously.

**Appearances:**

None.

**Old/New Business:**

**Vandalism Deterrents** - Ms. Crushong purchased the vandalism deterrents at a cost of \$98.16. The Road Crew will decide on the best locations for these deterrents. The surveillance sign should be centrally located at the end of the parking area since there is a sign already at the entrance.

**"No Hitting fence with Balls" Signs** - Ms. Crushong ordered the (3) double sided signs from Len Dick and the road crew will place them on the backstop of each field.

Mr. Adair mentioned that the picnic on Sunday was great. There were 30 people in attendance.

**Biennial Report** – Ms. Wentz stated that the report was filed on August 23, 2013 with the United States Department of the Interior, National Park Service as required by the Quitclaim Deed.

## New Business:

**Borrowing Money from General Fund to complete a Recreation Park Project – Paving of Upper Parking Lot** - The Recreation Fund has \$30,322.74 in the account currently. Minus the purchases of signs and vandalism deterrents (\$300.00); and C.E. Williams' final statement on Phase I improvements (\$1,954.20) the Recreation Fund balance would be \$28,068.54. There was much discussion as to how much money should be kept in the Recreation Fund for any expenses that may come up. Since the recreation fund can only be used for improvements, this amount does not need to be a large number. It was determined that this amount should be decided by the Board of Supervisors. If an amount of \$3,000.00 was kept in the account the balance left to do the paving of the parking lot would be \$25,068.54. Mark Walde, Road Master, supplied the Board with a breakdown of estimated costs of material. The paving costs would be around a total of \$33,000.00 of which the recreation fund could finance \$25,000.00 leaving an estimated short fall of \$8,000.00. Ms. Arnold had asked the Board of Supervisors at its September 3, 2013 meeting if it would be open to entertain the idea of the Recreation Fund borrowing from the General Fund account. The solicitor had stated that there is nothing to stop it legally. It was also noted that it would make for better bookkeeping if it was all done in the same year. The Board of Supervisors was receptive to the idea but requested numbers from the Recreation Board. **Mr. Mauser moved, seconded by Mr. Adair to recommend to the Board of Supervisors to move forward with the paving project in the total estimated amount of \$33,000.00 with most of the funds available in the Recreation Fund with the potential of looking for a loan or grant from the General Fund with the work to be done in the spring of 2014. Motion carried unanimously.**

**Payment #3 to C.E. Williams & Sons, Inc.** – Phase I Improvements are complete. Ms. Crushong spoke to Erik Vranich from Wm. F. Hill's Office and confirmed that all work has been performed and the minor touch-up work that was needed was finished. He is holding off on signing the payment request to make sure the seeding started to come up which he believes it should be by now. Once he checks this he will submit the signed payment request to Ms. Crushong. **Mr. Mauser moved, seconded by Ms. Arnold to recommend to the Board of Supervisors to pay Billing Application No. 3 as submitted by C.E. Williams Sons, Inc. conditioned upon receipt of the signed payment request from Wm. F. Hill's Office. Motion carried unanimously.** Ms. Kammerer asked if the final inspection report was received from Rusty Ryan of the Conservation District. This report should be kept in the Recreation Board files.

Ms. Crushong informed the board that the soccer team inquired about storing a portable storage box at the field. The box would be about 2 feet high and 6 feet long. The office coordinated with the road crew an agreeable place for this portable storage box to be located. It was also stated to the soccer team that the township will not be responsible for the storage box or anything located inside. **Mr. Adair moved, seconded by Ms. Arnold to approve the soccer team to have a temporary 2" x 6" storage box to be placed in an agreeable location by the road crew, marked with name, address and telephone number and removed at the end of the season. Motion carried unanimously.**

Mr. Mauser mentioned that the annual report will need to be worked on in the coming months and that the statistics for the report are being done by the office.

**Public Comment:**

None.

**Adjournment:**

With no further business to come before the Board, Mr. Adair moved, seconded by Mr. Mauser to adjourn the Meeting at 7:53 p.m. this date.

Respectfully submitted,

Robin K. Crushong  
Office Manager

**NEXT MEETING:**

SUPERVISORS: October 7, 2013

PARKS & RECREATION ADVISORY BOARD: October 21, 2013