

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

MEETING OF: OCTOBER 21, 2013

The Straban Township Parks & Recreation Advisory Board met this date, as publicly advertised, at 7:30 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; and Office Manager Robin Crushong. Member George Mauser was not present.

Others in attendance: Sharon Hamm, Chair of the Board of Supervisors.

Board Chair Deb Kammerer brought the meeting to order.

Minutes:

Ms. Arnold moved, seconded by Ms. Wentz, to approve the September 16, 2013 minutes as presented. Motion carried unanimously.

Reports:

The Treasurer, Mr. Adair gave the Treasurer Report. There were expenses in the month of September 2013 to C.E. Williams Sons for the 3rd and final installment for Phase I Improvement in the amount of \$1,954.20 and Northern Tools for the solar decoy equipment in the amount of \$98.16. The only income was interest for September 2013 in the amount of \$1.24. The balance in the Recreation Account is currently \$28,271.62. Ms. Arnold moved, seconded by Ms. Wentz to approve the Treasurer Report as presented. Motion carried unanimously.

Appearances:

None.

Old/New Business:

Vandalism Deterrents - Ms. Crushong informed the Board that the road crew has installed the vandalism deterrents at the recreation park. The surveillance sign has come in and the Board requested that the road crew put this sign up at their earliest convenience since the deterrents are installed.

"No Hitting fence with Balls" Signs - Ms. Crushong informed the Board that the (3) double sided signs from Len Dick are finished and the road crew suggested not putting these up at the fields until the start of next season. The Board agreed.

Status of Borrowing Funds from General Fund to complete a Recreation Park Project: Ms. Kammerer requested the Board of Supervisors consider this request. She was told at the Board of Supervisors meeting last month that they would discuss this during the budget workshop. Ms. Crushong and Ms. Hamm both stated that the Supervisors did discuss this and that \$10,000 was put into the Budget to help with this project if the funds were needed. Ms. Kammerer asked how the approval would work for the \$10,000.00. Ms. Hamm stated that it would work the same way as any funds that are spent by the Recreation Board by first being recommended and requested by this Board to the Board of Supervisors and then approval given by the Board of Supervisors.

The Supervisors were also asked to recommend an amount to be kept for reserves. The Township Solicitor stated at the Board of Supervisors meeting that you do not want to hold onto the funds past the three (3) year limit to be spent. The Supervisors recommended \$3,000.00 should be kept in reserves as long as the time has not expired on those funds being held.

The Board requested that Mark Walde, Road Master, would come to the February 2014 or March 2014 meeting to discuss with the Board the sequence of events and how this project will proceed. The bid could be for part of the parking area or all of the parking area and then see what the costs are. The Board expressed appreciation to the Board of Supervisors for being willing to work with them on this matter.

New Business:

Annual Report – Ms. Wentz is working on this and will have a draft available at the December 16, 2013 meeting. This Report will need to be to the Board of Supervisors for its January 2014 meeting. Ms. Hamm recommended that the charts/graphs be done by a Board member and not the office staff. The Board of Supervisors feels that this part is too time consuming for the office staff. Ms. Kammerer will e-mail Mr. Mauser and tell him the Board of Supervisors decision and see how he wants to handle this.

Spraying of Mosquitoes at the Park – Ms. Crushong received an e-mail from a soccer group requesting that the township look into spraying the park for mosquitoes. Usually this spraying is done through the West Nile Program of the Conservation District. Ms. Crushong was requested to contact the Conservation District and see what the policy is and if the park can be monitored next year or what the procedure would be.

Change in cycle of Biennial Report – Ms. Crushong received a letter from the United States Department of the Interior indicating that its biennial report was received and also that John R. Barrett, Program Manager, will be taking over management of the Federal Lands to Parks Southeast Region Program because Bill Huie retired in 2011. It also indicated that the biennial report will now be moved to a 5-year cycle so the next report from the township will be due in August 2018.

Closing Park for Season – The park will officially close for the season on December 1st. The port-a-potties should be taken down November 15th or by the end of the November billing cycle.

Ms. Crushong let the Board know that Deb Kammerer's term on the Board is up December 31, 2013. Ms. Kammerer will let the Board know if she is interested in staying on the Board for another five (5) year term.

Public Comment:

None.

Adjournment:

With no further business to come before the Board, Ms. Arnold moved, seconded by Ms. Wentz to adjourn the Meeting at 8:25 p.m. this date.

Respectfully submitted,

Robin K. Crushong
Office Manager

NEXT MEETING:

SUPERVISORS: November 4, 2013

PARKS & RECREATION ADVISORY BOARD: November 18, 2013