

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

MEETING OF: MAY 18, 2015

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

Others in attendance: Gene Baugher, Recreation Park Maintenance Crew and Tony Sanders, Board of Supervisor.

Board Chair Debbie Arnold brought the meeting to order.

Minutes:

Ms. Kammerer moved, seconded by Ms. Wentz, to approve the March 16, 2015 minutes as presented. Motion carried unanimously.

Reports:

The beginning balance as of March 1, 2015 was \$9,599.29. There were maintenance expenses for the months of March and April 2015 in the total amount of \$174.76. There was interest earned in the months of March and April 2015 in the amount of \$.56. There were no recreation fees collected in the months of March and April 2015. The balance in the Recreation Account is currently \$9,425.09. **Ms. Wentz moved, seconded by Mr. Sontheimer to approve the Treasurer Report as presented.**

Appearances:

None.

Old Business:

Improvements to pitching mounds – There was a request from the Gettysburg Youth Baseball Association (“GYBA”) to reconstruct the pitching mounds on Fields A and B. Information was sent to the township on the materials needed and the procedure on how to reconstruct the mound, however, no cost was presented from GYBA. Ms. Arnold asked Mr. Baugher what kind of maintenance he does on the fields. Mr. Baugher stated that he does the general maintenance of raking the in-fields, mowing the out-field grass. The organizations line the fields and take care of the mounds. GYBA for years have been putting the clay down and it probably needs more clay. Mr. Baugher does not know what clay is used/needed. Ms. Kammerer stated that she visited a clay manufacturing company website and there is more maintenance needed than what the township is providing. Mr. Baugher stated that the organizations know what they need, he doesn't. Ms. Arnold asked Mr. Baugher how he would like the mounds to be

handled. Mr. Baugher stated that he is alright with GYBA providing the labor and materials as long as they understand that other organizations will be using the fields and the fields are not GYBA fields but anyone that wants to use the Township Park. The consensus of the Board was to allow GYBA to do the repair work with hand tools only, no equipment. Mr. Baugher did tell GYBA that he would help on a Saturday and bring the John Deere tractor to help if they wanted him to. Ms. Crushong will check on the insurance coverage at the park to make sure GYBA is covered to perform this work. Ms. Arnold asked Ms. Crushong to send an e-mail to GYBA representatives advising them that the Board has approved them to rework the pitching mounds on Fields A and B.

Non-rekeyable locks - There was also a request from GYBA to purchase non-rekey able locks for the storage boxes on Fields A and B. Ms. Crushong found prices to be about \$20/per lock with two (2) keys. It was discussed that we would need at least three (3) keys (township office, Mr. Baugher and GYBA). Ms. Crushong stated that she spoke to Mark Walde, Road Master, and he suggested changing out the locks each year. The Board decided to rotate the locks. Keys should be returned after the season. Notice will be sent out in the spring of each year to return keys and new locks will be put on each year. Ms. Crushong will e-mail the GYBA representatives.

New Business:

Benches for Field C – Ms. Arnold informed the Board that a donation was offered by the softball team that uses Field C in the amount of \$500.00. They would like to see the donation go towards the purchase of new team benches. The cost of a new 15' bench (without back) would be in the neighborhood of \$350.00. Ms. Arnold asked Mr. Baugher what he thought about fixing the wood benches. Mr. Baugher said those benches are about 10 years old and the posts are in bad shape. New wood would be needed. The maintenance crew did repair a piece of wood that had fallen off. Mr. Sanders stated that there are (2) 12' on each side of Field C. It would be nice to have aluminum benches. The choices are to fix the current benches with treated lumber or replace with (4) 15' aluminum in-ground mounted benches. The maintenance crew would do the installation. It was suggested to ask the softball team how much they would be willing to contribute. Ms. Crushong will get the information together with costs and e-mail the information to the Board members. Once the Board members have the information, then contact can be made with the team to see what they can contribute.

Condition of soccer field – Ms. Arnold asked Mr. Baugher how the soccer fields are looking since the early season use. Mr. Baugher stated “no more flag football”. Mr. Baugher said that he has rolled that portion of the field twice and it is still a mess. Ms. Crushong said that an e-mail was sent to the representative indicating that its reservation request has been revoked until further notice. Ms. Kammerer stated that the Park Rules & Regulations give the township personnel the authorization to cancel the reservation. If they want to approach Straban with another request, what guidance do we have – work with you; fine you; no use of park for season. It was suggested to update the rules and regulations to include language about fines. **Ms. Kammerer moved, seconded by Mr. Sontheimer to recommend to the Board of Supervisors that the Straban Township Parks and Recreation Rules and Regulations adopted March 4, 2013 by Resolution No. 2013-04 be revised under “Guidelines and Policies” to include language that the township reserves the right to charge a fee based on work that needs to be done to correct the damages to the fields and facilities with the potential for loss of park privileges. Motion carried unanimously.**

Update on Auker's Greenhouse and Rec. Fee – Ms. Arnold informed the Board that the Board of Supervisors waived the recreation fee on the Auker's Greenhouse. This would have brought in \$4,000.00 to the Recreation Fund. Ms. Arnold stated that she was very disappointed with the vote. She felt that the Recreation Board put together a good argument and it looks like the Board did not take that into consideration. Has a precedent been set? Mr. Sanders stated that he personally appreciates the work that the Recreation Board does. He felt that Mr. Fred Kammerer, township supervisor, made a good statement to the fact that it was agricultural and should be exempt from paying the fee. The ordinance does not specifically reference agricultural and Section 117-50 may need to be revised by the Board of Supervisors. Ms. Arnold would like this Board to be able to submit recommendations on recreation fee waiver requests. **Ms. Kammerer moved, seconded by Mr. Adair to recommend to the Board of Supervisors that when waiver requests come in for recreation fees that the Recreation Advisory Board would be able to review and submit a recommendation. Motion carried unanimously.**

Sports organizations providing labor, donating materials, or monetary donations to the park - Ms. Arnold asked what the preference would be to provide labor, materials or monetary donations. If labor is provided, we will need to make sure that the township liability insurance covers this. The township would prefer to purchase the equipment so that the warranties of the equipment are in the possession of the township. The pitching mound would be different since the maintenance crew would rather not be involved in this since there is no knowledge of how these fields are required to be maintained. Donations of money will go directly into the Recreation Fund. It was suggested that the Reservation Request form be revised to include language about accepting donations. **Ms. Arnold moved, seconded by Ms. Kammerer to request that the Board of Supervisors check with the Township Solicitor to see if language could be added to the Reservation Request form indicating that the Township does not require fees for use of the park at this time, so donations are accepted. Motion carried unanimously.**

Use of Recreation Fees for park maintenance – Ms. Arnold stated that she brought this up at the Board of Supervisors meeting and the Board requested that the Recreation Advisory Board put a recommendation proposal together. Ms. Arnold pointed out that the 2015 Budget already includes these maintenance costs under the General Fund and probably could stay that way. Next year's budget could be looked at if we think that recreation maintenance costs should come out of the Recreation Fees collected. The Board of Supervisors would need to know prior to the budget workshop scheduled in October. Ms. Kammerer suggested that maybe a portion of the recreation fee could go to maintenance costs. When a recreation fee is collected, the Recreation Fund could reimburse the General Fund a percentage of the fee collected until 100% of the maintenance costs are paid. The monies will still need to be spent within three (3) years. Mr. Adair asked if the Recreation Board was "on the hook" for paying back the General Fund from the paving project that monies were used from General Fund. Mr. Sanders stated "no". Ms. Arnold noted that currently the park maintenance fees come out of the General Fund which is supported by tax monies collected from all residents. It was also considered that in a lean year when zero to small amounts of recreation fees are collected the maintenance costs could take all the funds. The Board will continue to discuss this issue and put together a recommendation for the Board of Supervisors.

Trails workshop report – Ms. Kammerer had attended a workshop entitled Design Management of Trails. It wasn't what she thought it was going to be but she did learn a lot. It was more on engineering of trails. Where to start – trail management objectives to look at: a) who you are building the trail for; b) purpose – to get from point A to point B, natural features, go to a view point, etc.; classes of trails – clear in woods, fully developed with pavement and benches, trail heads. This Board has talked about a trail at the park and the ADA requirements. It is now referred to as Universal Access and all trails do not have to be universal

access. Segway's are becoming a big use of trails and they do not have to be built to universal access requirements. Ms. Kammerer also attended the Ag Land Preservation meeting and Kelly Koch mentioned trails being discussed in the Central Adams Joint Comp Plan which includes Cumberland, Straban and Gettysburg Borough. There is recreation/open space in the plan. They will be looking for input from the Township and Ms. Kammerer would like to attend those meetings when they get to that point. Mr. Sanders noted that the Township does own a portion of the North Trail across from Weis Market along with Cumberland and Gettysburg Borough and that this trail is used by many people. He would like to see Recreation Fees used to maintain this portion too. There is also talk about mapping bike trails and seeing where the links are needed. Mr. Sontheimer would like to see bike lanes on Boyd School Road and Shealer Road since it is traveled a lot by students from the High School. There will be more discussion on this matter.

Public Comment:

None.

Adjournment:

With no further business to come before the Board, Ms. Kammerer moved, seconded by Mr. Sontheimer to adjourn the meeting at 8:45 p.m. this date.

Respectfully submitted,

Robin K. Crushong
Office Manager

NEXT MEETING:

SUPERVISORS: June 1, 2015

PARKS & RECREATION ADVISORY BOARD: July 20, 2015