

EAST COCALICO TOWNSHIP RECREATION BOARD MEETING AGENDA

HELD AT THE EAST COCALICO TOWNSHIP MUNICIPAL BUILDING, 100 HILL ROAD, DENVER, PA 17517

Tuesday, April 10, 2018 at 7:00 p.m.

- **MEETING CALLED TO ORDER AT 7:00 PM**

- **STONEY POINTE PARK CONTINUED DISCUSSIONS**
 - FORMATION OF THE EXECUTIVE COMMITTEE
 - DISCUSS CONSULTANT PROPOSALS AND SELECTION OF CONSULTANT
 - NEXT STEPS

- **PUBLIC COMMENT**

- **APPROVAL OF MINUTES: TUESDAY, FEBRUARY 20, 2018**

- **RECREATION BOARD COMMENT**

- **SUPERVISOR COMMENT**

- **MANAGER COMMENT**

- **ADJOURN**

NEXT RECREATION BOARD MEETING: TUESDAY, MAY 8, 2018 at 7:00 PM

RECREATION BOARD TUESDAY, APRIL 10, 2018

The regularly advertised meeting of the East Cocalico Township Recreation Board was called to order on Tuesday, April 10, 2018 at 7:00pm held at the East Cocalico Township Municipal Building, 100 Hill Rd., Denver, PA 17517.

ATTENDANCE:

Recreation Board: Chairman Jason Wellman, Vice Chairman Steve Brubaker, Secretary Joe Becker, and James Griest

Township Manager: Scott Russell

Visitors*: Eagle Scout Derek Althouse, Michael Althouse, Kendra Sauder, Ken McCrea, Alan R. Fry, Melissa Wellman, and Jeff Mitchell

*Only visitors who signed in are listed.

PUBLIC COMMENT: Nothing to report.

APPROVAL OF MINUTES:

MOTION: Chairman Wellman made a motion, seconded by Steve Brubaker, to approve the Tuesday, February 20, 2018 Recreation Board Meeting Minutes. No questions or comments were offered. Motion carried. (4/0)

EAGLE SCOUT PROJECT: Mr. Russell noted that the Scout project is to move forward. Chairman Wellman noted that after further discussions and for security reasons, the soccer wall should not be placed horizontal with the roadway towards the back at the trail. Mr. Althouse explained the construction of the soccer wall, it's dimensions, and how it will be anchored, and hopes to start construction of the wall in late May/early June. The site will be marked with its layout. Made out of pressure treated wood. The Recreation Board thanked Mr. Russell stated that he will give an update at the next Board of Supervisors Meeting for approval to the Road Crew staff to mark out the location and authorization to sign forms as they come in for this project.

STONEY POINTE PARK DISCUSSIONS: Discussions were held concerning the residents of Stoney Pointe, East Cocalico Heights, and surrounding areas are notified about the formation of a committee. Discussed the upcoming Township newsletter and placing an advertisement in it about resident participation for the Stoney Pointe Park Community Build. Discussed the design of the park, noting that the rendering sent out seems to be the proposal for the park. Mr. Wellman noted that this was just a draft and to let residents know that something is happening at the park, and the material provided in the draft form is purely a guess at this point. The Community Build will be structured into four committees: (1) executive committee, (2) design committee, (3) construction committee, and (4) public relations (PR) committee.

FORMATION OF THE EXECUTIVE COMMITTEE: Mr. Russell noted that a 'survey monkey' will be compiled to place a couple dates out to everyone to gather a max attendance to form an Executive Committee. The Recreation Board discussed how this needs to be done quickly. Mr. Wellman stated that a 'survey monkey' will be sent out to all of the e-mails received to set up a meeting for the Executive Committee, in hopes to meet the last week of April or first week of May.

DISCUSS CONSULTANT PROPOSALS AND SELECTION OF CONSULTANT: The RFP's were discussed, noting that the RFP's are for informational purposes only, and if a type of build is not within the chosen proposal, the group needs to discuss this. Different park items were discussed, for example a child's park should not be placed next to a dog park. Mr. Wellman discussed to the audience that any Recreation Board RFP recommendations are made are then proposed to the Board of Supervisors.

RECREATION BOARD
TUESDAY, APRIL 10, 2018

REAMSTOWN POOL: Chairman Wellman asked if Mr. Fry had a chance to look at the Reamstown Pool Card Printer. Mr. Fry stated that it will be looked at on Thursday and the Mr. Wellman will bring in the printer. Mr. Russell stated that the Municipality site will be worked on fully after the Auditors are gone. Testing will be done in the next week or so.

RECREATION BOARD COMMENT: Mr. Brubaker hoped that the turnout would have been better. Mr. Wellman suggests setting up an electronic e-mail reminder for the Recreation Board and suggested the tool Constant Contact to help with the organization of meetings. Mr. Russell agreed to use Chairman Wellman's Constant Contact system. Mr. Wellman stated he will also set up a Google Drive to keep track of contact information as well the system is capable of loading RFP, pictures, etc.

SUPERVISOR COMMENT: Nothing to report.

MANAGER: Nothing to report.

Mr. McCrea suggested that when calling these meetings and convene them, you should try to have decisions or important things going on at each meeting to draw their attention. When notification is sent to everyone, it should state what the goal of the meeting is. Mr. Mitchell asked about the Recreation Fund from the Tru Hilton, and Mr. Russell stated about \$8,000 and UGI's Recreation Fund is approximately \$109,000. • To be beneficial to the Township as a whole, the Recreation Board recommends review of the Recreation Fees: (1) fund money that has already allocated, (2) what projects are needed and their price ranges are needed, (3) what money is left over that has not been allocated to any projects yet. • Mr. Russell noted the items discussed with Supervisors: basketball courts, fencing, trail work, and the pedestrian bridge. Mr. Russell to gather fence quotes for the next meeting. Discussions continued on the general maintenance at Old Homestead Park. • Discussed walking trail within the Reamstown Park but ran into stormwater management and riparian buffer situations. Discussions continued.

NEXT RECREATION BOARD MEETING: Tuesday, May 8, 2018 at 7pm, Municipal Building.

ADJOURN:

MOTION: Chairman Wellman made a motion, seconded by Mr. Brubaker to adjourn the meeting at 9:00 pm. No questions or comments were offered. Motion carried unanimously. (4/0)

Respectfully submitted,

Secretary Joe Becker