

**LOWER POTTSSTGROVE
PARK & RECREATION COMMISSION**

*October 10, 2006
Meeting Minutes*

Attendance: Tom Troutman, Chair Alyson Elliott, Assistant Manager
Patty Bleakley Tony Doyle, Board of Commissioners
Dennis Cimino Rodney Hawthorne, Manager
Jim Leh

Mr. Troutman brought the meeting to order at 6:37 p.m.

A motion was made by Mr. Cimino, seconded by Mr. Leh, and unanimously carried to approve the meeting minutes of April 11, 2006. Discussion points for the September 12, 2006 meeting were also reviewed.

A motion was made by Mr. Leh, seconded by Ms. Bleakley, and unanimously carried to approve the Treasurer's Report. Checking Account: \$1,199.58. Savings Account: \$111,292.29.

OLD BUSINESS

I. *Halloween Extravaganza*

Ms. Elliott reported that preparations for the Halloween Extravaganza were near complete. As Ms. Bleakley requested at the September meeting, John Fogel researched prices for renting a hot plate to provide warm apple cider in addition to the cold apple cider. The Commissioners agreed that \$50 was a reasonable price and John should rent the hot plate. Ms. Elliott also relayed that there was a misunderstanding with the clown. According to conversations with Ed Wagner, she was originally contracted for one hour at \$165, but had sent proposal for two hours at \$265 (\$100 per hour and \$65 in travel expenses). Members of the Commission said they would support paying \$265 to have the clown for the full two-hour event.

Mr. Troutman requested the Township look into hiring *The Cat's Meow* for next year's Halloween Extravaganza.

II. *Sanatoga Park Ball Fields*

Ms. Elliott said the Township has awarded the contract for the ball fields to Reading Site. As of this meeting, the Township Solicitor is reviewing the agreements to ensure they are correctly, before setting up the pre-construction meeting and issuing the notice to proceed.

Mr. Troutman expressed dissatisfaction that work was not begun on the ball fields, citing that the window for planting grass seed was closed for the season. Mr. Leh concurred that August 15 through October 15 was the optimal window for planting grass seed. Both Mr. Troutman and Mr. Leh said they did not want to have the grass seed planted in the spring when it would have to compete with weed germination and summer heat.

Ms. Elliott said she would look to see what the contract allows, noting that DCNR, the granting agency, has timelines for completion, as does the contract between Reading Site and the Township. She said she would see if these timelines would allow the project to start in the spring so it could plant grass seed in mid to late August.

- II. *Approval of Banner Signs for Summer Concert Series*
Ms. Elliott asked the Commissioners to clarify the type of signs they would like to order to publicize the summer concert series. Ms. Bleakley offered that the banner sign should have cut-outs in the banner to allow air to pass so it would last more than a season if generic language was placed on the banner.

Ms. Bleakley requested the Township look into placing a larger, more permanent sign at the corner of Sanatoga Road and High Street to direct traffic to the park and announce the upcoming events at the park. Currently, there is a small green sign that has a park symbol on it. Commissioners said they either did not know it existed or find it hard to locate.

The Commission discussed placing directional signs up prior to the events to guide people to the event, and possible attract a “last-minute” audience. There was discussion about logistics for putting up and taking down the signs. Mr. Cimino said that if the Township lacked staff, he could possible ask his staff to help with the signs.

NEW BUSINESS

- I. *Expanding Summer Concert Series*
Members of the Commission discussed possibilities for expanding the summer concert series. Mr. Troutman and Ms. Bleakley requested that the Township contact Tim Koss and his band. Ms. Elliott said she recently learned of a local, popular Celtic band that might also be a possibility.

A motion was made by Mr. Leh, seconded by Mr. Cimino, and unanimously approved to expand the summer concert series in 2007.

- I. *5K Run with School District*
The Pottsgrove High School Booster Club would be sponsoring a 5K Fun Run on October 28 to inaugurate the new High School track. At the last meeting, a resident expressed interest in having more 5K runs in the Township, so she thought she would pass it on to the members of the Commissioner.

- II. *Santa’s Hotline*
The Commissioners agreed that they would continue with Santa’s Hotline again this year. Ms. Bleakley said they had a form last year that needed modification. If it was not modified, she said the Commission should look at it again to make sure it had the appropriate information to make it easier to make calls.

- III. *Summer Movie Night*
Ms. Elliott circulated a memorandum to Commissioners prior to the meeting outlining costs and other concerns about hosting a summer movie night. She recommended trying three movie nights next year since Swank Motion Pictures, the company that licenses the showings has a three movie minimum start up requirement. She also received quotes from three companies who would provide equipment and set up. Members of the Commission said the costs were acceptable, but would like to research security issues since they would be in the park after dark and how the noise might affect surrounding residents. Ms. Elliott said she would research this information prior to the next meeting.

- IV. *Village Productions, TriCounty Performing Arts*

Ms. Elliott said she and Mr. Hawthorne met two ladies from Village Productions, a non-profit performing arts group based out of Pottstown, who were looking for inexpensive venues to host their productions. She said she spoke to them about using Sanatoga Park for such events and would be meeting with them to show them the band shell. The Commissioners said they would like to have the group come to the November or December meeting to discuss further.

V. *Pottsgrove Area Recreation Discussion*

Ms. Elliott said she had spoken with Ms. Bleakley about working with the Pottsgroves to assess recreational needs and how they can work together to meet these needs now and in the future. Ms. Bleakley explained that these townships had met earlier in the year, but two of the three townships experienced turnover that prevented them from getting anywhere. Now that both Townships are operating at capacity, Ms. Bleakley and Ms. Elliott said they would try to organize another meeting.

VI. *Grants*

The following is an update on the process of grants the Township is or may pursue for park and recreation activities in the Township.

Montgomery County Open Space Acquisition Fund – April 2008

Ms. Elliott said the Township has made contact with the owners of all three properties it identified as the next open space acquisition priorities and is negotiating prices and terms on two of the three. The Township is waiting to hear the results of the School District's Facilities Study, due out at the end of October, before pursuing the third property, owned by the School District.

Oxy Chem Grant for Sprogels Run

Ms. Elliott presented copies of a plan prepared by Bursich Associates, Inc. for a trail and boardwalk through Sprogel's Run Park. This plan will be sent to Oxy Chem in order to pursue a potential grant from them.

Health & Wellness Foundation – March 2007

Ms. Elliott said she and Mr. Hawthorne are working to reschedule a meeting with the director of the Health & Wellness Foundation to discuss potential funding opportunities in the Township.

DCNR Grant Cycle for Planning & Acquisition – April 2007

Ms. Elliott said she found a grant from DCNR that may be appropriate to create a master site plan for either Snell Park or the School District property.

COMMISSIONERS' COMMENTS

Members of the Commission discussed changing meeting dates and times because it has become difficult for members to attend on the current meeting date. Members said Mondays at 7 p.m. were a good potential date, but all agreed that they would revisit this issue next month.

Members also discussed adding two new members to the Commission. The ordinance says Park and Recreation Commissions can have up to nine members. There was no objection to adding new members and Ms. Elliott said she would look to see what formal procedures must be taken to add new members. Mr. Troutman brought up his idea of having a Park and Rec employee and asked whether this person could be a voting member of the Park and Recreation Commission. Ms. Elliott said Township employees serve in advisory capacities to volunteer boards and could not be voting members.

Ms. Elliott said she spoke with Mr. Norton's wife prior to the meeting. She said he would be willing to step down as a member of the Commission since he would be having a many treatments for his illness. The members of the Commission wished Mr. Norton well, and discussed ways to honor him for his service as one of the original Park and Recreation members in the Township. Ms. Elliott said she would research ways to have him serve as an emeritus member of the Commission and receive citations for his service from the Township and the State.

Mr. Troutman said that he would like to have a single point of contact for all park and recreation needs in the Township. He asked that Ms. Elliott serve in that capacity.

Mr. Troutman asked about having the park boundaries staked out.

RESIDENTS' COMMENTS

Mr. Brian Smith of Walnut Ridge addressed the Commission on a number of issues:

- He said he would like the Township to publicize more frequently all the good things going on in the Township, specifically new/proposed trails, park developments, etc. Members of the Commission all agreed that this was a good suggestion.
- He asked when the trail at the Oxy Chem site would be completed. Mr. Hawthorne said the trail would not be discussed until the clean up at the site is complete. This is still a few years off.
- He asked if Sanatoga Lake would have a fountain. Mr. Troutman replied that the Township been working on having a fountain donated; however, they will be looking to purchase one in the near future.

A motion was made by Mr. Leh, seconded by Mr. Cimino, and unanimously approved to adjourn the meeting at 8:34 p.m.

Next meeting: November 14, 2006