

East Fallowfield Park and Recreation Commission
Regularly Scheduled Meeting
January 3, 2013 Approved Meeting Minutes

Meeting called to order @ 6:40 pm.

Mission statement:

To facilitate the development, use and maintenance of safe and accessible passive and active, park and recreational facilities to meet the identified needs and interests of the residents of East Fallowfield Township, Pennsylvania.

Members present:

Mike McClintock (MM) (chair), Brian Carling (BC) (vice chair), Jeanne Berlin (JBe) (secretary), Jan Bowers (JBo), Dan Johns (DJ).

Other attendees: none

1. October minutes – a motion to approve October 2, 2012 minutes was made by DJ, seconded by BC, and unanimously approved.
2. November minutes – a motion to approve the November 8 2012 meeting minutes was made by BC, seconded by DJ, and unanimously approved.
3. December minutes – a motion to approve the December 4, 2012 meeting minutes was made by DJ, seconded by JBe, and unanimously approved.
4. A motion to recommend that the BOS re-appoint Dan Johns for another term as P&R Commission member was made by JBo, seconded by BC and unanimously approved.
5. Chester County Grant application – BOS approved obtaining the services of EB Walsh to prepare the grant application. BC is meeting Dan Daley and Kim Merritt for a site visit on 1/15/13 to discuss the proposed project. The application should be discussed at the January and/or February workshop meetings. MM will contact Joe P to ask approval to have Chris Della Penna attend the site visit as Township Project manager.
6. Signage – no report; tabled until future meeting.
7. PECO Grant – BC submitted the grant application and it is under review for preparation of a vegetation management plan for the Community Park, for a total project cost of \$15,000. Award announcements are expected in summer. BC would like to have the scope of work prepared and at least 2 cost quotes obtained prior to announcement of grant awards by NLT.
8. Trail improvements – BC asked BOS for approval to ask Chris Della Penna for assistance on trail improvements but was asked by the BOS to post-pone the request.
9. Social Media – MM will inquire further about which Township Facebook site the reported inappropriate Facebook postings are located on, and how to determine the administrator who can remove them. JBo suggested contacting the police officer who reported the inappropriate postings to assist in finding where the items are posted, and contacting George Broadbent who may be the administrator as he was involved early on in setting up the first township Facebook page. MM will ask Joe P to post the announcement of the 2 P&RC vacancies. BC will ask Jen Carling if she is the administrator of the Friends of the Park Facebook page and whether it can/should be removed.
10. BOS 1/15/13 workshop preparation – Middle School sewer line corridor location. BC and JBo will prepare a list of individuals needed at the workshop, and questions and talking points for use in the discussion at the workshop to be sure that all key individuals that are involved in the issue are present, and that all key questions can be clearly answered. BC will review the BOS 2012 minutes for information regarding the connecting pipeline corridor

location. Materials prepared by P&RC will be provided to Township secretary and BOS in advance of the workshop for use at the workshop.

11. Workshop schedule – MM provided a workshop topic schedule for the next few months:
January – County grant application and trail signs; February – future project priorities and County grant application; March - alternative funding discussions for priority projects; April – Memorial Day event planning.
12. Next Meetings - Next meeting –
 - February 5, 2013
 - Next workshop – January 17, 2013.
13. Adjourn – a motion to adjourn was made by DJ, seconded by BC and unanimously approved, at 9:00 p.m.

Respectfully submitted by Michael McClintock