

Park and Recreation Commission
Regularly Scheduled Meeting
October 5, 2010 Approved Meeting Minutes

Meeting called to order @ 6:30 pm.

Mission statement: To facilitate the development 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.

Attending Members: Jeanne Berlin (JBe), Jan Bowers (JBo), Brian Carling (BC),
Dan Johns (DJ), Peter Massaro (PM), Jen Carling (Friends), Barbara Lowe (BL)

10/10/10 “East Fallowfield Park Day” Update by J.Carling

- A band has volunteered to play at the event
- BSA will sell hot dogs and drinks
- Autism group to sell pretzels
- Fishing game by Turner group
- Towerville Christian Church and Leo Club volunteers will supervise games
- Pumpkin decorating- Friends will look into stickers in lieu of paints
- Fire Companies will handle parking safety and provide trucks
- Door Prizes: One ticket per person entering (at no charge) to keep count of attendees
- Tag and crew will handle set-up, tear down and also hay ride
- To date, one Township Supervisor has signed up to attend (George Broadbent)
- “Friends of the Park” has obtained a Raffle License
- Township Treasurer has not yet determined whether cash receipts will be required
- Park Day signs have been put up
- Volunteers should arrive at 9am to set-up

A. Old Business

1. P&RC meeting minutes
 - a. Motion made by JBo to approve April 6, 2010 and May 4, 2010 minutes as written. Seconded by DJ. Motion passes unanimously.
2. Board of Supervisor’s September Meeting
 - a. BC reported that the Township Supervisors approved our request to put boardwalk project out for bid. If necessary, a 3-6 month grant extension is available.
3. Turner Memorial
 - a. The David Turner, Jr memorial is complete.
4. Patriotic Landmark
 - a. A brick re-order has been placed; the invoice for \$290.08 has been given to the Township Treasurer. The order includes new orders, replacements for breakage/misspellings and thank-you gifts.
 - b. The next brick order will be placed in spring.
5. PECO Grant
 - a. Brian Carling has a materials list for vendors.
 - b. NLT will extend December deadline, if necessary

6. Wren Grant
 - a. Tag will be installing the WREN Grant Raingarden sign, hopefully before Park Day.
7. Buck & Doe Run Watershed Partnership
 - a. There have been no meetings, therefore no update
8. Well Closures
 - a. Wells have been measured. They are 74', 40' and 42' deep
 - b. Qualified contractors have been contacted. Mills Well Drilling has estimated \$3400 to safely close all three wells.
 - c. The suggestion of possibly leaving one well as a water source was discouraged by the contractor, but if it is used it must be designated as an Ag well. JBo recommends closing all three wells completely. PM makes a motion to recommend to the Supervisors that all three wells at the park be permanently sealed by Mills Well Drilling. BL seconds. Motion passes unanimously.
9. Dinniman Grant Update
 - a. DJ reports requests for four Pavilion quotes. Gazebo Creations quoted \$20,698 (without the pad) for a 24'X36' size.
 - b. DJ hopes to make the pavilion recommendation to Supervisors at their December meeting, with bidding advertised in January, bids due in February and completion of the project in May 2011.
10. Portable Toilet Enclosure
 - a. Selins are waiting for BSA Council approval of this Eagle project.
11. Poison Ivy Control
 - a. Nothing new to report.
 - b. Barb Lowe will get information on cost to treat the heavily used area around the pond.
12. Reimbursement Request Procedures
 - a. JBo reports that P&R needs to put a process together for reimbursement from the Township. JBo suggests that one P&R representative submit all bills and invoices each month to the Township, as well as which account each should be charged to.
 - b. JBo suggests that P&R elect a Treasurer when voting for officers.
 - c. BC suggests that P&R develop a "Payment Request Form" for all reimbursement requests.
 - d. In the future, the Township Treasurer may be able to sign checks for P&R, if the total does not exceed \$500.
13. P&R Budget 2011
 - a. JBo circulated preliminary budget numbers.
 - b. "Fee in Lieu Of" money must be spent within three years of receipt.
 - c. Supervisors suggest that 'FILO' money that has been spent and subsequently reimbursed by grants, is no longer subject to the three year deadline and other restrictions (is no longer Fee in Lieu Of money)
 - d. JBo believes that all FILO money has been spent and that the remaining funds are not FILO money, and are not subject to restrictions.
 - e. DJ suggested that some of the FILO money may have come in after the park was built.
 - f. JBo will have a preliminary budget prepared for the November P&R meeting.

B. New Business

1. Next workshop meeting scheduled for October 19, 2010 @ 6:30 in the Township Bldg.
2. Next regular P&R meeting is scheduled for November 2 in the Township Building, but may be changed due to Election Day.
3. Motion made by DJ to adjourn. Seconded by PM. Motion passes unanimously to adjourn meeting at 9:00.

Meeting adjourned @ 7:55 pm.