

**PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES
April 7, 2010**

CALL TO ORDER

The meeting was called to order by Chairman Ron Hartpence at 7:45P.M.
Chairman Ron Hartpence read aloud the following:

NOTIFICATION REQUIREMENTS

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act and published in the Hunterdon County Democrat and the Courier News on January 14th, 2010, and by telefaxing a copy of the notice to the Star Ledger, and the Express Times on February 7th, 2010. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on February 7th, 2010.

In order to ensure full public participation in this meeting, all members of this committee or Board, and also members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over talk. Your cooperation is appreciated.

ROLL CALL

Present: Ron Hartpence

David Hewitt

Heidi Diminick

Chuck Kolvites

Lee Frank

Jack Niciecki

Cynthia Niciecki

Eugene Hill (arrived at 7:53PM)

Anthony Gioffre

Absent: Jeffrey Ferrara

James Burke

James Spinelli

Joseph Agaccio

Diane Hanley

Privilege of the Floor

2.

George Stiuso and Rob Brogan Present – From the Delaware Valley Athletic Association - Requesting the use of the Park for approximately 500 children for an Opening Ceremony (Copy of Certificate of Liability Insurance for Delaware Valley Athletic Association)

Mr. Stiuso was present to get permission from the Committee for the use of the entire park for the Delaware Valley Athletic Associations Opening Ceremony on April 17, 2010, with a rain date of April 18, 2010. The Committee members asked several questions about the days events. Chuck Kolvites told him that all the coaches have to make sure each field is cleaned up and trash picked up. Committee approved the request and thanked Mr. Stiuso for coming.

Sue Lehrer – Girls on the Run - Interested in Reserving Park for the 5-K Race November 20th (Copy of Letter and Donation from Girls on the Run of Hunterdon)

Sue Lehrer was present to get permission for another 5-K Race, which will be scheduled for November 20th. This will be a rain or shine event. She stated that there will be several hundred children in the event. She will provide the Township with an insurance certificate. Sue Lehrer thanked the Committee members.

Charlie Shlimbaum – Basketball Clinic - He Will Not be Present - The Gym at the School Will not be Available, and they will not be having this Program this year

Chairman Ron Hartpence explained that they will not be having a program this year.

New and Pending Business

Motion to approve the Special Meeting minutes of the February 18, 2010 Park and Recreation Meeting

It was moved by Heidi Diminick, seconded by David Hewitt and carried to approve the minutes of the February 18, 2010 Special Parks and Recreation meeting.

Roll Call Vote: **Aye** - **R. Hartpence, D. Hewitt, H. Diminick, C. Kolvites, L. Frank, C. Niciecki**
 Nay - **None**
 Abstain - **None**
 Absent - **J. Ferrara, J. Burke, D. Hanley**

Motion to approve the Special Meeting minutes of the February 24, 2010 Park and Recreation Meeting

It was moved by Lee Frank, seconded by David Hewitt and carried to approve the minutes of the February 24, 2010 Special Parks and Recreation meeting.

3.

Roll Call Vote: **Aye** - **R. Hartpence, D. Hewitt, C. Kolvites, L. Frank**
 Nay - **None**
 Abstain - **H. Diminick, C. Niciecki**
 Absent - **J. Ferrara, J. Burke, D. Hanley**

Motion to approve the Regular Meeting minutes of the March 3, 2010 Park and Recreation Meeting

It was moved by David Hewitt, seconded by Heidi Diminick and carried to approve the minutes of the March 3, 2010 Regular Parks and Recreation meeting.

Roll Call Vote: **Aye** - **R. Hartpence, D. Hewitt, C. Kolvites, L. Frank**
 H. Diminick,
 Nay - **None**
 Abstain - **C. Niciecki**
 Absent - **J. Ferrara, J. Burke, D. Hanley**

Motion and Approval for the Amount of \$ \$127.40 – 10% Received for the Month of January for the Use of Facilities from Donna Giami (“Lakshmi”)

It was moved by David Hewitt, seconded by Heidi Diminick and carried to approve payment in the amount of \$127.40 from Donna Giami for the month of January 2010 for the use of the facility.

Roll Call Vote: **Aye** - **R. Hartpence, D. Hewitt, C. Kolvites, L. Frank**
 H. Diminick, C. Niciecki
 Nay - **None**
 Abstain - **None**
 Absent - **J. Ferrara, J. Burke, D. Hanley**

Motion and Approval for the Amount of \$ \$71.75 – 10% Received for the Month of February for the Use of Facilities from Donna Giami (“Lakshmi”)

It was moved by David Hewitt, seconded by Heidi Diminick and carried to approve payment in the amount of \$71.75 from Donna Giami for the month of February 2010 for the use of the facility.

Roll Call Vote: **Aye** - **R. Hartpence, D. Hewitt, C. Kolvites, L. Frank**
 H. Diminick, C. Niciecki
 Nay - **None**
 Abstain - **None**
 Absent - **J. Ferrara, J. Burke, D. Hanley**

Motion to Approve Payment to Ian White for Music Club Lessons in the Amount of \$120.00 for March 2010

4.

It was moved by D. Hewitt, seconded by Heidi Diminick and carried to approve payment in the amount of \$120.00 for March 2010 to Ian White for the Music Club Lessons.

Roll Call Vote: **Aye** - **R. Hartpence, J. Burke, D. Hewitt, D. Hanley, H. Diminick, L. Frank, C. Kolvites**
 Nay - **None**
 Abstain - **None**
 Absent - **C. Niciecki, J. Ferrara**

For Your Info – Certificate of Insurance for Donna Marie Giaime – Effective 01-08-2010

Chairman Ron Hartpence reviewed.

Proposal from the Great Blue Inc. Land and Pond Management for the Treatment of the Kingwood Pond - \$225.00 Per Application. (Motion and Approval of Payment and Amount of Times Treated)

The Committee all agreed that the pond needs the treatment and should be treated at least one month before the Fishing Derby, which will be on June 5th. They asked Secretary Keller to contact the Public Works Supervisor to make sure he turns on the fountain in the pond. The Proposal will be signed and sent in for two applications of the treatment.

It was moved by Heidi Diminick, seconded by Chuck Kolvites and carried to approve the proposal to have two treatments this season by Great Blue Inc. at the price of \$225.00 per application.

Roll Call Vote: **Aye** - **R. Hartpence, J. Burke, D. Hewitt, D. Hanley, H. Diminick, L. Frank, C. Kolvites**
 Nay - **None**
 Abstain - **None**
 Absent - **C. Niciecki, J. Ferrara**

Motion to Hire Jamie Keplar Weinschenk with a Salary in the Amount of \$1,332.50, and Lisa Marie Weinschenk with a Salary in the Amount of \$1,332.50, as the Kingwood Township Park Directors effective April 1, 2010

It was moved by Chuck Kolvites, seconded by David Hewitt and carried to hire Jamie Keplar Weinschenk and Lisa Marie Weinschenk at a salary of \$1,332.50 each for the year, effective April 1, 2010.

Roll Call Vote: **Aye** - **R. Hartpence, J. Burke, D. Hewitt, D. Hanley, H. Diminick, L. Frank, C. Kolvites**
 Nay - **None**
 Abstain - **None**
 Absent - **C. Niciecki, J. Ferrara**

5.

Motion to Approve a Home Depot Credit Card in the Name of Jamie Keplar Weinschenk with the Township's Approval and to Have a Limit of Funds Spent without Getting Approval from the Parks and Recreation Committee, Any Amount Over This Must Be Brought Before the Parks and Recreation Committee for Approval First Before Purchasing. Review Form Enclosed - For the Park

It was moved by Chuck Kolvites, seconded by David Hewitt and carried to approve a Home Depot Card in the name of Jamie Keplar Weinschenk with a limit of \$500.00 to spend each month without approval of the Parks and Recreation Committee.

Roll Call Vote: **Aye** - **R. Hartpence, J. Burke, D. Hewitt, D. Hanley, H. Diminick, L. Frank, C. Kolvites**
 Nay - **None**
 Abstain - **None**
 Absent - **C. Niciecki, J. Ferrara**

Review Form Enclosed – For the Use

The Committee members reviewed the form. They stated that there are other pages missing to the park usage form. They suggested tabling the discussion until the other pages are found.

Old Business

Copy of a Certificate of Liability of Insurance from the K.T.B.O.E. for Baseball Team – Use of baseball facilities

Chairman Ron Hartpence reviewed.

Windsor Soil Company re: Windsor Infield Mix (carried over to discuss from last month)

The Committee members discussed what the best thing to do would be. They decided that they would ask the Public Works Supervisor, Jack Search to pick up a load when it is needed.

It was moved by Chuck Kolvites, seconded by Heidi Diminick and carried to approve the purchase of Infield Mix as needed, and to ask Jack Search the Public Works Supervisor to pick it up.

Roll Call Vote: **Aye** - **R. Hartpence, J. Burke, D. Hewitt, D. Hanley, H. Diminick, L. Frank, C. Kolvites**
 Nay - **None**
 Abstain - **None**
 Absent - **C. Niciecki, J. Ferrara**

Community Day

6.

Community Day Planning

It was noted that three members from the Parks and Recreation Committee went to Scotty's Steak House to discuss Community Day Planning. They discussed recycling, advertising for the program, and that they would also like the ad sheet given out to all members of Committees, Commissions and Boards.

(Sweeter than Honey) Band - Decide

Chairman Ron Hartpence stated that they will not be using this band this year, possibly in the future. He asked Secretary Keller to get a listing of their bookings so that he can possibly go see how they perform. He stated that they will be considered in the year 2011.

Fishing Derby

Co-Chairman David Hewitt noted that the Township has gotten a response from ShopRite of Flemington in regards to the request for food for the Derby. They will be providing everything the Park and Recreation Committee requested. David volunteered to call ahead and order the food a week before, and they he will go pick up the food for the Derby.

Heidi Diminick gave a description of how Walmart gives donations. It was suggested to use the left over prizes from the Easter Egg Hunt for the Fishing Derby. David Hewitt will talk to the Fish and Wildlife to possibly do something on that day of the Derby. There was a lengthy discussion on the supplies that will be needed for the day.

Senior Picnic

The Committee members asked the secretary to mail out the Senior Picnic letter this week. There was a discussion on the entertainment for the day. Eugene Hill suggested the Jazz Band from the Delaware Valley High School. He stated that he will be looking into getting the band for the Senior Picnic.

Review Letter to ShopRite - Attached Requesting Food for the Senior Picnic

The Committee members noted that the letter is acceptable to send to ShopRite. Heidi Diminick offered to pickup the food for the Senior Picnic if ShopRite donates what was requested.

Annual Easter Egg Hunt Review

The Committee members reviewed the Easter Egg Hunt. They stated that everything went well and that many children showed up. They stated that it was a beautiful day outside and the eggs came out well. Diane Hanley wrote a letter to the Girl Scouts thanking them for their help filling bags and candy for the event.

Movie Nights

7.

Practice Movie Scheduled for Friday, May 7th

The Committee members reviewed. Park Director, Lisa Marie Weinschenk asked if there was anything she need to do to get ready for the first practice night. The Committee members responded that there is nothing for her to do at this time.

Operations and Reports:

Report from the Park Directors: Lisa Marie and Jamie

The following is a report the Committee members reviewed from the Park Director's for the time of 3/31 – 4/7/2010:

Park House

Spackled holes in kitchen and living room walls and one 15" diameter hole behind door, painted kitchen, lite pruning and trimming.

Park Grounds

Emptied garbage cans, picked up sticks around the pavilion and located bases on ball fields after harley rake, met and greeted all coaches, packed sodas in both machines, met with Elrich and walked the grounds.

Administrative Work

Received 11 calls since 3/31 regarding grounds, conditions, returned all of the calls.
Received 3 calls regarding booking the pavilion for May, June, and July.

New Purchase Request Park

4 Planters, three for around the pavilion and one for the front entrance.

Park House

Smoke Detector

Plumber to check hot water for 2nd floor not in working order. Electrician to check out several outlets and electrical panels not working.

Park Director Lisa Marie asked questions regarding the mowing to the Committee members. They would look into this and get back to her.

Donations

\$100.00 Girls on the Run Donation from Last November 2009

Chairman Ron Hartpence reviewed.

Correspondence

Copy of Letters sent to the Applicants for the Park Director Position

Copy of Letters to Fireworks Companies

New Updated List of the Annual Schedule of Events 2010

8.

Chairman Ron Hartpence reviewed.

Other Matters

Park and Recreation T- Shirts Dropped off by A. DeSapio

Chairman Ron Hartpence reviewed.

Complaint from Antimo Russano re: Old Fairview School – Where did the New Tables Come from?

Mr. Russano was present at the meeting and explained the situation. He noted that tables that were in the building were taken and replaced with three very old tables. Secretary Keller to contact Road Dept. to see if they know where the tables could be.

(Everyone Is Invited to Attend the Board of Health Meeting on Wed, April 21st at 8:00 PM) The Township Committee would like you to review the Proposed Well Ordinance and if you would like to Bring your Comments and questions that evening. (Please let Cindy Keller know if you will be attending, as I will have to advertise if there is a quorum for the Park and Rec. Committee

Chairman Ron Hartpence reviewed.

Flyer from Sandra McNicol re: Spring Hike at the Kugler Woods – All are Welcome to Come (Planned by the Open Space and Agricultural Advisory Committees) Saturday, April 24, 10am-12pm

Chairman Ron Hartpence reviewed.

Public Comments – Privilege of the Floor

Member Anthony Gioffre asked the Committee members for permission to add lights around the bocci area. It was okay by the Park and Recreation Committee.

ADJOURNMENT

It was moved by David Hewitt, seconded by Heidi Diminick and carried to adjourn the meeting at 9:50PM. All voted Aye on Roll Call Vote.

Respectfully submitted,

Cynthia L. Keller,
Secretary