

**PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES
September 5, 2012
7:00PM**

CALL TO ORDER

The meeting was called to order by Co Chairman David Hewitt at 7:03P.M. Co Chairman David Hewitt 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 12, 2012, and by telefaxing a copy of the notice to the Star Ledger, and the Express Times on January 11, 2012. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 11, 2012.

In order to ensure full public participation in this meeting, all members of these committees, 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, and further, all persons are requested to utilize the microphones which are provided for your use by the Township. Your cooperation is appreciated.

ROLL CALL

Present

Diana Haywood
David Hewitt
Heidi Diminick
Chuck Kolvites
Antimo Russano
Cynthia Niciecki
Jack Niciecki
Michael DeSapio
David Posey

Absent

Ron Hartpence
Eugene Hill
Anthony Gioffre

Privilege of the Floor

Horseshoe Bend Park Update – Richard Dodds Update on Hunting

Richard Dodds was present and reviewed an update of the Hunting at Horseshoe Bend Park. He noted that there were 56 permit applications in total, and that there are still openings in Fall Bow, Winter Bow and Permit Bow. He explained the data basis he put together on the hunters.

2.

He noted that he expects the township to take in \$1,075.00 for permits from the applications obtained so far. He explained how the hunting system works. He brought by a sample of the hunting signs for everyone to see what will be posted. He stated that the hunters that are chosen in the lottery will need to attend a mandatory meeting on Monday, September 5, 2012. He stated that a total of \$250.00 for the signs were approved at the last Parks and Recreation meeting, but he explained that since there was an increase for the price of the signs, it has come to a total of \$645.00 for the hunting signs for the Horseshoe Bend Road.

It was moved by Diana Haywood, seconded by Cynthia Niciecki and carried to approve \$395.00 additional funds for the purchase of the hunting signs in addition to the \$250.00.

Roll Call Vote:	Aye	- Haywood, Hewitt, Diminick, Kolvites, Russano, C. Niciecki, J. Niciecki
	Nay	- None
	Abstain	- None
	Absent	- Hartpence

Discussion on Port a Potty for Horseshoe Bend Park

Richard Dodds explained that it is necessary to have a port a potty at the Horseshoe Bend Park near the field where the dog shows are conducted and also for residents that bring their dog to the dog leash free area. The Committees agreed that a port a potty is necessary for the months up until November.

Motion to Approve Port a Potty for HBP for a Month to Month Basis at the Cost of \$80 a Month

It was moved by Antimo Russano, seconded by Diana Haywood and carried to approve a port a potty for the Horseshoe Bend Park near the large building at a cost of \$80.00 a month to be at the park until November 2012 until further organizations are at the park.

Roll Call Vote:	Aye	- Haywood, Hewitt, Diminick, Kolvites, Russano, C. Niciecki, J. Niciecki
	Nay	- None
	Abstain	- None
	Absent	- Hartpence

Richard Dodds talked about the Del Val Dawgs Cheerleaders, and a security camera that was hooked up in the large building at the HBP for security reasons. He discussed the following scheduled events to be at the Horseshoe Bend Park:

3.

Events: DVD Cheerleaders

Dog Event every weekend

Trail Ride event on Saturday, September 29th, which will be a nine mile ride on the Felix property.

Safety and wildlife signs to be put up at the HBP around the dog leash free area and around homes near Fairview Road to keep hunters near the boundary line.

Michele Mauzerall a resident of the township was present to sit in on a meeting, as she has expressed interest in possibly joining the Committee. Everyone welcomed Michele to the meeting.

David Hewitt introduced new member David Posey to everyone and welcomed him to the Parks and Recreation Committee.

Copy of Check of \$1,000.00 for the Use of Horseshoe Bend Road – Lehigh Valley Coursing Club

Co-Chairman David Hewitt reviewed.

New and Pending Business

Motion to Approve the Minutes of the August 1, 2012 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Diana Haywood, seconded by Heidi Diminick and carried to approve the minutes of the August 1, 2012 regular meeting of the Parks and Recreation Committee with the following corrections:

On page #3 He also reviewed the amount of feet that hunters would need to abide by to be within the safety zones. (Should Read):

On Page #5 Under New Business (Motion Second by Cynthia Niciecki is miss spelled. (Cynthia Nicieckoi)

Roll Call Vote:	Aye	- Haywood, Hewitt, Diminick, Kolvites, Russano, C. Niciecki, J. Niciecki
	Nay	- None
	Abstain	- None
	Absent	- Hartpence

Approval for a Home Depot Card for the Park Director's to Use and Not to Exceed \$500 in Expenses for the Year

4.

It was moved by Antimo Russano, seconded by Diana Haywood and carried to approve a Home Depot Card for the Park Director's use not to exceed \$500.00.

Roll Call Vote:

Aye	- Haywood, Hewitt, Diminick, Kolvites, Russano, C. Niciecki, J. Niciecki
Nay	- None
Abstain	- None
Absent	- Hartpence

Approval to Pay Carla VanDyk from WDVR FM 89.7 in the Amount of \$200.00 for Music On Community Day

It was moved by Antimo Russano, seconded by Cynthia Niciecki and carried to approve to pay Carla VanDyk from WDVR FM 89.7 in the amount of \$200.00 for the music she provides on Community Day out of the Bocce account.

Roll Call Vote:

Aye	- Haywood, Hewitt, Diminick, Kolvites, C. Niciecki, J. Niciecki
Nay	- None
Abstain	- Russano
Absent	- Hartpence

Motion and Approval to Pay John Brogan in the Amount of \$430.00 for (3) Banners for Community Day @ \$85.00 a Sign for Businesses that Donated more than \$500, (2) Townwide Yard Sale Signs, and \$75.00 for the Artwork

It was moved by Cynthia Niciecki, seconded by Heidi Diminick and carried to Pay John Brogan in the Amount of \$430.00 for (3) Banners for Community Day @ \$85.00 a Sign for Businesses that Donated more than \$500, (2) Townwide Yard Sale Signs, and \$75.00 for the Artwork.

Roll Call Vote:

Aye	- Haywood, Hewitt, Diminick, Kolvites, Russano, C. Niciecki, J. Niciecki
Nay	- None
Abstain	- None
Absent	- Hartpence

Motion to Approve Payment of \$400.00 for the Band "Prankster" for Community Day Entertainment on September 15, 2012

It was moved by Heidi Diminick, seconded by Diana Haywood and carried to approve Payment of \$400.00 for the Band "Prankster" for Community Day Entertainment on September 15, 2012.

5.

Roll Call Vote:

Aye	- Haywood, Hewitt, Diminick, Kolvites, Russano, C. Niciecki, J. Niciecki
Nay	- None
Abstain	- None
Absent	- Hartpence

Motion to Approve to Pay Crown Trophy of Flemington in the Amount of \$83.70 for 6 Trophies (3) for Bocci Tournament and (3) for Car Show Contest

It was moved by Diminick, seconded by Haywood and carried to approve to pay Crown Trophy of Flemington in the amount of \$83.70 for 6 trophies for the Community Day Car Show Contest.

Roll Call Vote:

Aye	- Haywood, Hewitt, Diminick, Kolvites, Russano, C. Niciecki, J. Niciecki
Nay	- None
Abstain	- None
Absent	- Hartpence

Motion to Approve Payment to David Hewitt in the Amount of \$21.26 for Materials for Community Day Banners

It was moved by Diana Haywood, seconded by Antimo Russano and carried to approve to pay David Hewitt in the amount of \$21.26 for Materials for Community Day Banners.

Roll Call Vote:

Aye	- Haywood, Diminick, Kolvites, Russano, C. Niciecki, J. Niciecki
Nay	- None
Abstain	- Hewitt
Absent	- Hartpence

New and Pending Business

Motion to Approve Payment to DeSapio Construction Inc. for Materials Purchased from Flemington Supply for the Bocce Court at Kingwood Park in the \$314.35

It was moved by Antimo Russano, seconded by Heidi Diminick and carried to approve payment to DeSapio Construction Inc. for Materials Purchased from Flemington Supply for the Bocce Court at Kingwood Park in the amount of \$314.35.

Roll Call Vote:

Aye	- Haywood, Hewitt, Diminick, Kolvites, Russano, C. Niciecki, J. Niciecki
Nay	- None
Abstain	- None
Absent	- Hartpence

6.

Motion to Approve Payment to DeSapio Construction Inc. for Materials Purchased from Fox Lumber for the Bocce Court at Kingwood Park \$160. 69

It was moved by Diana Haywood, seconded by Chuck Kolvites and carried to approve payment to DeSapio Construction Inc. for materials purchased from from Fox Lumber for the Bocce Court at Kingwood Park in the amount of \$160.69.

Roll Call Vote:	Aye	- Haywood, Hewitt, Diminick, Kolvites, Russano, C. Niciecki, J. Niciecki
	Nay	- None
	Abstain	- None
	Absent	- Hartpence

Old Business

Budget Report Update – Recreation Account / Parks and Playgrounds Account as of August 31
Budget Account Report from Diane Laudenbach – As of August 31, 2012

Co Chairman David Hewitt reviewed the budget reports for all the accounts. There was a question about a fee that was paid for the municipal building and David Hewitt spoke to Diane Laudenbach about the change.

(Copy of Voucher to VanCleaf Engineering Assoc. for the Payment for Equestrian Green Acres)

CFO Diane Laudenbach gave a copy of the voucher for the Parks and Recreation Committee to review just for their information.

Info From Oben Flag Football – Update from Heidi Diminick

Heidi Diminick noted that she passed it to the football league in the township.

Bocce News

Bocce Updates – Andy Russano

Antimo Russano noted that 15 people have signed up for the Bocce Tournament for Community Day.

Operations and Reports – Park Grounds

Report for the Month of August 2012 – Park Director’s Brenda and Jeffrey
Copy of September Calendar – Events Scheduled – From Park Director’s

7.

The Committee reviewed the report from Jeffrey and Brenda Frischer. There was a brief discussion on several items and several questions to the Park Directors from the Committee. Co Chairman David Hewitt noted that “No Parking Signs” were ordered for the Kingwood Park for the lower parking lot. The Park Directors reviewed an update of what they did at the park last month. A copy of their report is attached to these minutes.

Buildings and Grounds

Recommendation Worksheet from the Township’s Statewide Insurance Fund for Our Parks

The Parks and Recreation Committee noted that they will work on the items listed to be completed. There was a discussion on the insurance for organizations that use the park. It was noted that there is now a fence around the large grill, which Antimo Russano and Jeffrey Frischer worked on and painted.

Sharon Lightner – Del Val Dawgs

Sharon Lightner came to thank the Parks and Recreation for letting them use the facility for Cheerleading Team at the Horseshoe Bend Park. She noted how happy they are using the facility.

Community Day Planning

Subcommittee Meeting to be Scheduled - Community Day Finalize Plans

Copy of Letter from the Kingwood Township Fire Co. re: Coverage on Community Day for Fireworks Display

A meeting has been scheduled for Tuesday, September 11th, 2012 at 7:00pm for a final gather before Community Day to meet to resolve the details and plans.

Lists Currently Up to Date (Forms will be Handed out at Mtg.)

Copy of List of Sponsor’s

Copy of List of Vendor’s for Food

Copy of List of Vendor’s for Crafts and Ect

Co Chairman Dave Hewitt reviewed the lists.

Annual Kingwood Township Wide Yard Sale

Secretary Keller noted that new signs are ordered and will be ready to be put up at the end of September.

Secretary Keller noted that the Yard Sale letter is being mailed this week to all Kingwood residents.

8.

Donations

\$75.00 from Bette Donah for the use of the Pavilion on July 15, 2012 and Letter of Thanks
\$195.80 Donation from Run Daddy Run Foundation – Copy of Thank you Letter Attached

Co-Chairman David Hewitt reviewed.

Correspondence

Co-Chairman David Hewitt reviewed the following letters:

Copy of Letter to Diane Hanley from Township Committee Members
Kingwood Township Fire Department letter that they will be there to stand by for the fireworks

Letter from Windor Soil Company re: Windor Infield Mix

Co Chairman David Hewitt noted that the DVAA has been taking care of this and that the Park and Recreation has not had to order the infield for years now.

Other Matters

Chuck Kolvites feels that the DVAA should be responsible for fixing the shed that needs to be worked on.

There was a brief discussion on the items left in the park residents from the former tenants.

Adjournment

It was moved by Heidi Diminick , seconded by Chuck Kolvites and carried to adjourn the meeting at 8:16pm. **All voted Aye on Roll Call Vote.**

Respectfully submitted,

**Cynthia L. Keller,
Secretary**