

**KINGWOOD TOWNSHIP
PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES
December 2, 2015
7:00PM**

CALL TO ORDER

The meeting was called to order by Chairman David Hewitt at 7:15P.M. 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 15, 2015, and by telefaxing a copy of the notice to the Express Times on January 12, 2015. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 12, 2015.

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

Richard Dodds
David Hewitt
Ronald Hartpence
Heidi Diminick
Chuck Kolvites
Jack Niciecki
Michael DeSapio
Sharon Lightner
Anthony Gioffre

Absent

Cynthia Niciecki
Eugene Hill

2.

Privilege of the Floor

Mark Hurban from Troop 251 Boy Scouts to Propose Orienteering Course

Mark Hurban, Troop Leader for Troop 255 was present and explained that the Scouts would like to create an orienteering course at the Horseshoe Bend Park. He explained what a orienteering course was and how it works after it is all completed. He noted that they use a map and compasses to find locations and plan a journey. He stated that a standard orienteering course consists of a start, a series of control sites that are marked by circles, connected by lines and numbered in the order they are to be visited, and finished. The control site circles are centered around the feature that is to be found. This feature is also defined by control descriptions (sometimes called clues). On the ground the control flag marks the location that the orienteer must visit.

He explained they will start working on the course by setting posts by the woods, which will be a 2x3 medal marker and stamps to put the letters and numbers. The course is to be a minimum distance that you would have to walk, which is one mile and along the way are area points to follow the directions from A to B. He stated that they are currently using a farm in Kingwood Township for their orienteering course. He explained that he has been with the troop for several years. He noted that he took a class to advance himself and he has learned a lot about how to create this type of course.

It was moved by Chuck Kolvites, seconded by Heidi Diminick and carried to approve Troop 251 Boy Scout Troop to setup an Orienteering Course at the Horseshoe Bend Park.

Roll Call Vote:	Aye	- Dodds, Hartpence, Hewitt, Diminick, Kolvites, J. Niciecki, DeSapio, Lightner
	Nay	- None
	Abstain	- None
	Absent	- C. Niciecki

Horseshoe Bend Park/Ukarish Property Update

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds reported that the township received word there is a closing scheduled for the Church Property on December 16th, 2015 at 8:30A.M. He stated that the amount of \$594,018.50 will be coming from the State Green Acres Program, \$500,000.00 from Hunterdon County and the Township will only be putting \$150.00 towards the purchase of this property. He stated that this is a total of 106 acres. He explained that it has taken four years to get to this point.

He discussed briefly how the Township Committee agreed to purchase additional cameras for other buildings of the Township for security.

He also told everyone approximately how many deer the hunters have taken from township properties this hunting season.

3.

Calendar of Events Scheduled for the Horseshoe Bend Park for November 2015:

Del Val Terrier's Cheerleading Practice – December 1-5 8-10 15-17 22-23 29-30

Wildcat Wrestling Practice December 24

Chairman David Hewitt reviewed.

Kingwood Township Park/Applications/Updates

N/A

New and Pending Business

Motion to Approve the Minutes of the November 4, 2015 Regular Meeting Minutes for the Parks and Recreation Committee

Comments: Correction on Page 7 – 4th paragraph down under Annual Tree Lighting.

Sentence as written before correction: Copy of Letter to Dr. Rick Falkenstein – Principal Request for Contest with **First Graders**. **Correction: Replace First Graders with Kindergarten Class.**

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to approve the November 4, 2015 Regular Parks and Recreation Meeting Minutes with the corrections.

Roll Call Vote:	Aye	- Dodds, Hartpence, Hewitt, Diminick, Kolvites Lightner, J. Niciecki, DeSapio
	Nay	- None
	Abstain	- None
	Absent	- C. Niciecki

Motion to Approve to Reimburse Ian White for Music Lessons at the Kingwood School Program In the Amount of \$150.00 for November 2015

It was moved by Richard Dodds, second by Ronald Hartpence and carried to approve payment to Ian White for Music Lessons at the Kingwood Township School for the month of November 2015 in the amount of \$150.00.

Roll Call Vote:	Aye	- Dodds, Hartpence, Hewitt, Diminick, Kolvites, Lightner, J. Niciecki, DeSapio
	Nay	- None
	Abstain	- None
	Absent	- C. Niciecki

Motion to Approve \$1,476.00 for (123) Senior Roast Beef Dinners – November 7, 2015 to Be Paid to the Kingwood Methodist Church @ \$12.00 Per Meal

4.

It was moved by Richard Dodds, seconded by Ronald Hartpence and carried to Approve the Amount of \$1,476.00 for (123) Senior Roast Beef Dinners – November 7, 2015 to Be Paid to the Kingwood Methodist Church @ \$12.00 Per Meal.

Roll Call Vote:	Aye	- Dodds, Hartpence, Hewitt, Diminick, Kolvites, Lightner, J. Niciecki, DeSapio
	Nay	- None
	Abstain	- None
	Absent	- C. Niciecki

Schedule Reorganization Meeting for January 2016

It was moved by Michael DeSapio, seconded by Richard Dodds and carried to schedule the Parks and Recreation Committee Reorganization Meeting for January 2016 to be Advertised and Scheduled on the first Wednesday in January on the 6th, 2016 at 7:00P.M.

Roll Call Vote:	Aye	- Dodds, Hartpence, Hewitt, Diminick, Kolvites, Lightner, J. Niciecki, DeSapio
	Nay	- None
	Abstain	- None
	Absent	- C. Niciecki

Discuss and Approve Budget Request for 2016

The Parks and Recreation Committee reviewed the funds used for all the yearly events. Richard Dodds noted that the amount budgeted in 2015 was \$7,500.00 for the Parks and Recreation Account and \$4,000.00 for Recreation Account. The Committee Members agreed to request the same amounts for this year.

It was moved by David Hewitt, seconded by Sharon Lightner and carried to approve to request for 2016 for the Parks and Recreation Account \$4,000.00, and for the Recreation Account \$7,500.00.

Roll Call Vote:	Aye	- Hartpence, Hewitt, Diminick, Kolvites, Lightner, J. Niciecki, DeSapio
	Nay	- None
	Abstain	- Dodds
	Absent	- C. Niciecki

Approval for the Use of Facility for Kingwood Park and Horseshoe Bend Park

Old Business

5.

Richard Dodds explained the cameras that were ordered. He reviewed a diagram of what they will look like, and where they plan on putting them at the Kingwood Park. He showed a picture over the overhead projector showing that one of the cameras will be on the roof on top of the soccer shed located at the lower parking lot at the Kingwood Park.

It was moved by Chuck Kolvites, seconded by Jack Niciecki and carried to approve to purchase a wireless bridge for the security camera for the Kingwood Park in the amount of \$500.00.

Roll Call Vote:	Aye	- Dodds, Hartpence, Hewitt, Diminick, Kolvites, Lightner, J. Niciecki, DeSapio
	Nay	- None
	Abstain	- None
	Absent	- C. Niciecki

Operations and Reports:

Report for the Month of November 2015 – From - Park Director’s Brenda and Jeffrey Frischer

Park Director’s Jeffrey and Brenda Frischer reviewed their monthly report.

Jeffrey Frischer recommended that the Parks and Recreation donate some funds to the Delaware Valley Lightning Baseball Team for all materials that they put into the fields at the Park.

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to donate \$500.00 to the Del Val Lightning Baseball Team towards all the materials they have put towards the Kingwood Park Baseball fields

Roll Call Vote:	Aye	- Dodds, Hartpence, Hewitt, Diminick, Kolvites, Lightner, J. Niciecki, DeSapio
	Nay	- None
	Abstain	- None
	Absent	- C. Niciecki

Budget Account Reports #1 and #2 – From Township CFO

The Committee reviewed the budget account reports.

Buildings and Grounds

Reports from Park Directors

Park Director Jeffrey Frischer suggested that the Parks and Recreation purchase parts for the Pride Mower.

6.

It was moved by Ronald Hartpence, seconded by Heidi Diminick and carried to approve to purchase tractor mower parts for the Pride mower for the Kingwood Park in the amount of \$500.00.

Roll Call Vote:	Aye	- Dodds, Hartpence, Hewitt, Diminick, Kolvites, Lightner, J. Niciecki, DeSapio
	Nay	- None
	Abstain	- None
	Absent	- C. Niciecki

Park Directors feel that a letter of thanks should be sent to the New Jersey State Police thanking them for all their help this year. They offered to draft a letter to be sent to the State Police.

Old Fairview School House

Merry Mixers – Third Thursday of month last date to use for the season on November 19th, 2015
Old Fairview School House – Closed the first week of December, 2015 and Reopen on March 1st, 2016

Chairman David Hewitt reviewed.

Bocce Update

N/A

Community Day Planning 2016

Chairman David Hewitt noted that a Subcommittee Meeting will be scheduled for February 18th, 2016 at the Kingwood Park 7:00P.M. and every third Thursday of each month in the year 2016.

Annual Senior Dinner at the Kingwood Methodist Church

Saturday, November 7, 2015 Review

(Thank You Note from the Kenny Family)

2016 – Date for Annual Senior Dinner – November 12, 2016 Kingwood Seniors

Are Already Invited Back Next Year

Chairman David Hewitt reviewed.

Huffin for Stuffin – Turkey Trot 5K Run/Walk – November 26, 2015

Kingwood Park 9:00A.M.

Review of the Day

Richard Dodds reviewed the event on November 26th, 2015. He noted that there were approximately 160 participants that it went well and it was a lot of fun.

7.

Annual Tree Lighting

Make Last Minutes Plans to Set Up for the Event

The Committee agreed to set up at 1:00P.M. Event to start at 4:00P.M. Santa to arrive at 4:30P.M.

Copy of Letter from ShopRite of Flemington – Donation of Refreshments for Event

Chairman David Hewitt noted that he is scheduled to pickup the refreshments from ShopRite in Flemington on Saturday.

(Pick a Winner – Best Picture for Coloring Contest to Light Tree at Annual Tree Lighting)

The Committee reviewed the pictures of the winter scene that the Kindergartener's colored for the contest. It was noted that the first prize winner was #3 Jack and second prize winner was #24 Trey. The Kingwood School will be notified regarding the winner to light the Holiday Tree at the Annual Tree Lighting Event on December 5, 2015.

2nd Annual Kingwood Township Flea Market – HBP

To be discussed at next month's meeting.

Donations

\$100.00 Donation and Thank you Letter From the Friends of Horseshoe Bend Park – For the Use of Horseshoe Bend Park for the Trail Ride in October

Chairman David Hewitt reviewed.

Correspondence

Chairman David Hewitt reviewed the following correspondence letters:

Copy of Letter to HC – Senior Services Confirming Use of Old Fairview School House for 2016

Copy of Letter to Sharon Lightner from Township Committee Re: Appointment to P&R

Other Matters

Adjournment

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to adjourn the meeting at 8:28P.M. **All voted Aye on Roll Call Vote.**

Respectfully submitted,
Cynthia L. Keller,
Secretary