

**KINGWOOD TOWNSHIP
PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES**

**June 1, 2016
7:00P.M.**

CALL TO

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 14, 2016, and by telefaxing a copy of the notice to the Express Times on January 7, 2016. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 7, 2016.

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
Ron Hartpence
Heidi Diminick
Jack Niciecki
Sharon Lightner
Anthony Gioffre

Absent

Michael DeSapio
Cynthia Niciecki
Chuck Kolvites
Brian Obitz

Privilege of the Floor

Kyle Lightner Present to Speak to Parks and Recreation Committee – Seeking Personal Donations from Kingwood Township Soccer League to Pursue the Honor of Being Part of the USA Wrestling National Team (Letter Attached from the USA Wrestling Team of New Jersey)

Kyle Lightner was unable to attend the meeting, but Sharon Lightner read aloud a letter from Kyle Lightner on his behalf. The letter noted that he is a sophomore at the Delaware Valley Regional High School and has recently participated in important wrestling tournaments over the past five weeks. He stated his reward is that he has qualified to wrestle in the USA Fargo Cadet Championships in North Dakota. He has also made the NJ Cadet National Team, which I will be competing up in York, Pennsylvania in another week. These are the most prestigious tournaments you can participate while in high school.

2.

He apologized that he could not attend the meeting this evening, as he had a mandatory practice for the Cadet Team. He asked the Committee to please accept this letter from his mom in his place. He understands he cannot ask for a donation from the public entity, but he asked for a personal donation to fund raise for these trips. Kyle thanked everyone for their consideration. Sharon Lightner thanked everyone for their personal donation towards a fundraiser for Kyle's wrestling trips for tournaments.

Horseshoe Bend Park/Ukarish Property Update

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds gave a brief update on the Horseshoe Bend Park. He explained this will be a busy weekend at the park. He noted that a wedding is scheduled for the first time at the Morton building, also a horse trail ride event is scheduled on the south side of the park.

Update for Horseshoe Bend East – Port a John

Richard Dodds explained the township needed to rent a port-a-john for the Horseshoe Bend East parking lot for the dedication on June 21st. He reviewed the event of the dedication and stated everything went well. He noted they were not sure about using a bathrooms in the house at this time until they get the water running in the building. He explained that the port a john cost almost the same for one day as it would for a month, therefore, the port-a-john will be left there for a month.

Shirts for Kingwood Parks – Discussion

Richard Dodds explained that he would like the Parks and Recreation Committee to order T-shirts for the Kingwood Parks. It was suggested that it might be a good idea for volunteers to wear shirts while working on the trails and other events, plus this is a thank you to them for volunteering. The Committee Members all agreed it would be a good idea.

It was moved by Ron Hartpence, seconded by Sharon Lightner and carried to approve to spend funds for 20 t-shirts in safety neon yellow in 5 different sizes for the volunteers for the Kingwood Parks.

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

Frenchtown Borough Environmental Commission – Request

Richard Dodds explained that a few individuals who volunteered in the past have inquired about staying overnight at the Horseshoe Bend East Park. He noted that this is for organized events and also the Scouts for overnight camping. Anyone planning to camp overnight must obtain insurance for the time they are at the park. Richard Dodds wanted to ask the members of the Parks and Recreation to get their opinion on the overnight camping. There will be more discussion in the future regarding overnight camping.

Update on the Composting Toilet at South Entrance of HBP

Richard Dodds briefly explained that a grant has been applied for to obtain a compost toilet by the Friends of Horseshoe Bend Park.

3.

Calendar of Events Scheduled for the Horseshoe Bend Park for Month of June 2016:

Del Val Jr. Terrier’s Cheer Team – N/A

Del Val Jr. Terrier’s Wrestling Team – Every Monday and Wednesday Evening in June

Rolon Wedding – June 4th and June 5th

Friends of Horseshoe Bend Park – Trail Ride – June 4th South Entrance of the Park

Chairman David Hewitt reviewed the list of scheduled activities that are at the HBP for June 2016.

Kingwood Township Park/Applications/Updates

N/A

New and Pending Business

Motion to Approve the Minutes of the May 4, 2016 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Richard Dodds, seconded by Ronald Hartpence and carried to approve the May 4, 2016 Parks and Recreation Regular Meeting Minutes with the following corrections:

Page#3 - Under Horseshoe Bend Park/Ukarish Property Update – First paragraph – Should be replaced with - “Richard Dodds explained that Joshua Snyder who is working towards his Eagle Scout badge is currently working on a pavilion near the south side Morton Building of the Horseshoe Bend Park.

Page#6 – Under Fairview School House – First paragraph – Should be replaced with – “There was a brief discussion on where the shed will be moved from the Old Fairview School House property”.

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

Motion to Approve to Reimburse Ian White for Music Lessons at the Kingwood School Program In the Amount of \$810.00 for May 2016

It was moved by Heidi Diminick, seconded by Richard Dodds and carried to approve the amount of \$810.00 for the month of May/Summer Camp to reimburse Ian White for the Music Club at the Kingwood School.

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

4.

Motion to Approve to Reimburse Anthony Gioffre for Grout Purchased from Home Depot For the Bocce Pavilion in the Amount of \$89.86

It was moved by Richard Dodds, seconded by Ron Hartpence and carried to approve to reimburse Anthony Gioffre for Grout Purchased from Home Depot for the Bocce Pavilion in the Amount of \$89.86.

Roll Call Vote:

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

Motion to Approve a Payment to Deptcor for Three Signs for the Horseshoe Bend Park in the Amount of \$112.00 for Horseshoe Bend East

It was moved by Ron Hartpence, seconded by Sharon Lightner and carried to approve payment to Deptcor for three signs for the Horseshoe Bend Park in the amount of \$112.00 for Horseshoe Bend East.

Roll Call Vote:

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

Old Business

Update from Chairman David Hewitt - Mrs. Mironchik to Plant Tree In Memory of Her Husband Walter Mironchik at the Kingwood Park

Brenda Frischer, Park Director spoke to Mrs. Mironchik regarding a plaque to be put up next to the tree. It was discussed that it will be a 12 x 12 sign. Brenda Frischer explained that the Pin Oak tree was planted today at the Kingwood Park in memory of Mr. Walter Mironchik. She explained that Mrs. Mironchik will be paying for the tree. Chairman David Hewitt will prepare the order for the plaques and the order will be processed in the Clerk's Office.

Operations and Reports:

Report for the Month of May 2016 – From - Park Director's Brenda and Jeffrey Frischer

The Park Director's reviewed their reports for May 2016.

Budget Account Reports #1, #2, #3, #4 – From Township CFO

The Committee Members reviewed the budget account reports for May, 2016. There was a question as to where the funds for the Flea Market were listed on the report. Chairman David Hewitt will meet with the C.F.O. to discuss a few items on the lists.

Buildings and Grounds

Park Directors to Update

Old Fairview School House

5.

Update from Chairman David Hewitt - Merry Mixers - Request to Purchase Gliders for the Folding Chairs at the Old Fairview School House

Chairman David Hewitt met with the Merry Mixers to find out exactly what they wanted for the folding chairs. He noted that he went to Finkles in Lambertville to purchase the gliders for the bottom of the chairs. He stated that the total bill came to \$84.32. David Hewitt explained that the seniors donated \$100.00 for the gliders.

Bocce Update

Anthony Gioffre explained that there is a tournament scheduled this Sunday, June 5th at the Bocce Pavilion. They would like to set up the kitchen the day before, which will be right after the senior picnic.

Senior Picnic – June 4, 2016

Discuss Last Minute Preparations for the Senior Picnic

The menu for the senior picnic was reviewed. It was discussed what items would be donated from Shop Rite of Flemington and what additional items will be needed. The Committee discussed the setup and items they needed for the event. Dave Hewitt noted that he will pick up the condiments for the picnic. Jeffrey and Brenda Frischer will be making a tray of food for the event. The Committee plans to meet at the park at 9:00a.m. to set up for the Senior Picnic.

Annual Fishing Derby – June 11, 2016

Discuss Last Minute Preparations for the Annual Fishing Derby

Chairman Dave Hewitt reviewed what he has done so far for the event. The Committee agreed to meet at the pond at 8:00a.m. to set up. The Fishing Derby begins at 9:00a.m.

Community Day Planning 2016 – September 17th, Rain Date – September 18th

Flyer – for the Website to Seek Vendors and Sponsors

The Parks and Recreation Committee reviewed.

Discuss Vendors Insurance – Attached Note from Kingwood Twp. Insurance Co.

The Committee reviewed the memo e-mail from the insurance company. Richard Dodds noted that he will bring this up at the Township Committee Meeting to discuss. Ron Hartpence explained what the memo means and feels that it is best for the township to be covered and have the vendors obtain their own insurance.

Monthly Subcommittee Meeting to Discuss Community Day Prep

June 16th, 2016 7:00P.M. at Kingwood Park Pavilion

Chairman Dave Hewitt announced the meeting of June 16th, 2016. Ron Hartpence handed out a document of ads so far and lists of vendors and sponsors from last year. He noted that they need to work on getting more vendors and sponsors. He stated that he will try to come in on a Tuesday evening to work on the list and contacting some of the businesses.

Annual Senior Dinner at the Kingwood Methodist Church

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

Donations

N/A

6.

Correspondence

Copy of Letter from ShopRite Flemington – Donation Granted for the Senior Picnic
Chairman David Hewitt reviewed the correspondence.

Other Matter

Richard Dodds reviewed a letter from Bob O’Neil, from the NJ Water Supply Authority regarding the work and drainage for future construction on Union Road.

Adjournment

It was moved by Richard Dodds, seconded by Ron Hartpence and carried to adjourn the meeting at 8:26PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

Cynthia L. Keller,
Parks and Recreation Secretary