

**KINGWOOD TOWNSHIP
PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES
November 2, 2016
7:00PM**

CALL TO ORDER

The meeting was called to order by Chairman David Hewitt at 7:08P.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 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
Ronald Hartpence
David Hewitt
Heidi Diminick
Chuck Kolvites
Sharon Lightner
Anthony Gioffre
Brian Obitz

Absent

Cynthia Niciecki
Jack Niciecki
Michael DeSapio

Also present at the meeting were Park Directors, Jeffrey and Brenda Frischer.

Privilege of the Floor

N/A

Horseshoe Bend Park/Ukarish Property/Horseshoe Bend East - Update

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds noted that Josh Snyder completed his Eagle Scout project. He described what the pavilion looked like and all the work they did on it. He explained that he and Jack MacConnell worked on the landscaping around the project. He noted that they donated a new picnic table to go inside the pavilion.

2.

Richard Dodds showed a video of a commercial vacuum cleaner, which was purchased recently for the Horseshoe Bend Park. He explained that this will be good for the dog organization to clean-up the dog hair after their events.

Donation of \$100.00 from “Friends of Horseshoe Bend Park” For the Use of Facility on October 8th, 2016 for a Trail Ride

Chairman David Hewitt read aloud the donation and thank you note to the Committee.

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

Chairman David Hewitt read aloud the following events scheduled at the Horseshoe Bend Park:

Del Val Jr. Terriers Wrestling Club – November – Not Scheduled this Month

Del Val Jr. Terriers Cheerleading Club – November 1,2,3,4,5,7,8,9,10,14,15,16,17,18,19,21,22,28,29,30

North Jersey Kennel Club – November 12th and 13th

Kingwood Soccer Banquet – November 20th

Kingwood Township Park/Applications/Updates

N/A

New and Pending Business

Motion to Approve the Minutes of the October 5, 2016 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Ronald Hartpence, seconded by Heidi Diminick and carried to approve the October 5, 2016 Regular Meeting Minutes for the Parks and Recreation Committee.

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

Motion to Approve Payment to Ian White for Music Club at the Kingwood Township School in the Amount of \$220.00 for the Month of October 2016

It was moved by Richard Dodds, seconded by Sharon Lightner and carried to approve the amount of \$220.00 for the month of October to reimburse Ian White for the Music Camp at the Kingwood School.

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

Old Business

N/A

3.

Operations and Reports:

Report for the Month of October 2016 – From - Park Director’s Brenda and Jeffrey Frischer
Park Director’s Brenda and Jeffrey Frischer reviewed their monthly report.

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

The Committee reviewed the easier to understand list of budget accounts for Parks and Rec.

Additional Budget Report from C.F.O. Laudenschach to Easier to Understand

They feel that this was a better way to understand the funds and what each of the line item’s current balance is at now.

Buildings and Grounds

Park Directors to Update

Old Fairview School House

Letter from the County Senior Services – Request to Use the Facility for 2017 for Senior Yoga

Chairman David Hewitt reviewed the letter from the County Senior Services.

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to approve the Hunterdon County Senior Services Senior Yoga to Use the Old Fairview School House on Wednesdays from April 1st, 2017 through November 30, 2017 from 10:15a.m. – 1:45p.m. for the year 2017.

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

Bocce Update

Anthony Gioffre reviewed all the maintenance that has been done on the Bocce Pavilion.

Work on Community Day – September 17th, 2016

Annual Senior Dinner at the Kingwood Methodist Church

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

Chairman David Hewitt discussed the preparation for the dinner. It was discussed who will be working at the dinner at the Methodist Church on November 12th.

Annual Tree Lighting Ceremony – December 3rd, 2016

Discuss Coloring/Winter Scene Contest – Review Picture

Chairman David Hewitt reviewed the Winter Scene picture and the Committee approved the flyer and the picture. He noted that they are due back on November 18th, 2016. The Committee Members will meet on November 22, 2016, at the municipal building at 6:30P.M. to pick the winner of the contest and who will light the tree at the Kingwood Park.

4.

Chairman David Hewitt will deliver all the information and pictures to the Kingwood Township School to be distributed for the Kindergarten to color the pictures.

Michael DeSapio was elected to be Santa Claus for December 3rd.

The Parks and Recreation Committee will meet at one o'clock at the Kingwood Township Park to decorate for the Annual Tree Lighting on December 3rd, 2016.

Review - Annual 2016 Tree Lighting Ceremony – December 3, 2016 Flyer

The Committee Members reviewed and approved the flyer to be posted and advertised.

Donations

Chairman David Hewitt read aloud the following donations, which were received.

Donation of \$300.00 from Mrs. Mironchik to the Parks and Recreation

This is to cover the tree purchased from Hill Landscaping in memory of Walter Mironchick who was the Township Clerk and a Township Committeeman for many years for Kingwood Township. Mrs. Mironchik requested a tree be planted in his honor at the Kingwood Township Park. She reimbursed the township for the purchase of the tree.

Donation of \$300.00 from Italian American Heritage Club of HC

This was a donation from the Italian American Heritage Club of Hunterdon County to be put in the Bocce account.

Correspondence

Chairman David Hewitt read aloud the following correspondence:

Copy of Letter to Kyle Lightner – On Behalf of the Parks and Recreation Committee Thank you for Painting the Baseball Dugouts at the Kingwood Park

Copy of Thank you Letter from the Girl Scouts for the Parks and Rec for Allowing them to Build the GaGa Pit at the Kingwood Park

Copy of Memo to Township Committee Recommending the Purchase of a Vacuum for the HBP – Morton Bldg.

Copy of Letter to ShopRite of Flemington – Request Donation of Refreshments for Tree Lighting

Copy of Letter to Walmart of Flemington – Request Donation – Gift Certificate of \$50.00 for Refreshments for Tree Lighting

Copy of Letter to Kingwood Township School Chorus Director – Inviting Chorus to Sing at Tree Lighting

Approval to Spend Funds for New Signs for Annual Yard Sale and Annual Flea Market

It was moved by Heidi Diminick, seconded by Richard Dodds and carried to approve payment of up to \$500.00 for the purchase of new Annual Yard Sale signs and Annual Flea Market signs for the Parks and Recreation.

5.

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

Other Matter

N/A

Adjournment

It was moved by Heidi Diminick, seconded by Richard Dodds and carried to adjourn the meeting at 8:15PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

Cynthia L. Keller,
Parks and Recreation Secretary