

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

CALL TO ORDER

The meeting was called to order by Chairman David Hewitt at 7:05P.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

David Hewitt
Richard Dodds
Ronald Hartpence
Heidi Diminick
Chuck Kolvites
Sharon Lightner
Anthony Gioffre
Brian Obitz

Absent

Cynthia Niciecki
Jack Niciecki
Michael DeSapio

Also present at the meeting was Park Director, Jeffrey Frischer.

Privilege of the Floor

Josh Snyder – To Present His Completed Eagle Project

Josh Snyder was present this evening at the meeting and presented the Parks and Recreation with a framed picture of himself next to the pavilion he and his family built for his Eagle Scout project. He also raised enough money for a picnic table to go under the pavilion. He explained how he made it ADA accessible for wheel chairs. Richard Dodds showed everyone pictures of the pavilion over the projector. The Parks and Recreation Committee commended Josh Snyder for his excellent job on his project and thanked him for choosing Horseshoe Bend Park to put the pavilion.

2.

The Parks and Recreation Committee feel it will be a valuable asset to the South side of the Horseshoe Bend Park.

Chairman David Hewitt read aloud a letter he prepared to send to Josh Snyder to thank him and to wish him the best in the future. Secretary Keller was instructed to mail the letter to Josh Snyder the following morning.

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

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds noted that shotgun season has started in the Horseshoe Bend Park. He explained that they have had to remind other hunters that come to the park that they need a special permit to hunt in the park. He talked about the many hunters that have been coming for several years. He noted that there is a great group of people that have been hunting the park.

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

Del Val Jr. Terriers Cheerleading Club – December 1,2,3,5,6,7,8,9,10,13,14,15,16,17,20,21,22,27,28,29

Chairman David Hewitt reviewed.

New and Pending Business

Motion to Approve the Minutes of the November 2, 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 November 2, 2016 Regular Meeting Minutes for the Parks and Recreation Committee.

Roll Call Vote:	Aye	- Dodds, Hartpence, Hewitt, Diminick, Kolvites, Lightner
	Nay	- None
	Abstain	- None
	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 \$60.00 for the Month of November 2016

It was moved by Richard Dodds, seconded by Sharon Lightner and carried to approve the amount of \$60.00 for the month of November 2016 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

3.

Schedule Reorganization Meeting for January 2017 – Township Committee Meets on Tuesday, January 3, 2017 - **Recommendation** to Schedule Reorg for Parks and Recreation Committee, First Wednesday of the Month, January 4, 2017 at 7:00P.M.

It was moved by Ronald Hartpence, seconded by Heidi Diminick and carried to approve to advertise and schedule a Reorganization Meeting for the Parks and Recreation Committee on the first Wednesday of the Month, January 4, 2017 at 7:00P.M.

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

Motion to Approve the Amount of \$1,272.00 to the Kingwood Methodist Church for 106 Dinners for the Senior Roast Beef Dinner held on November 12, 2016

It was moved by Richard Dodds, seconded by Sharon Lightner and carried to approve to pay the amount of \$1,272.00 to the Kingwood Methodist Church for 106 dinners for the Senior Roast Beef Dinner held on November 12, 2016.

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

Approve and Discuss Amount for Budget Request for Parks and Playgrounds and Recreation for 2017

It was moved by Sharon Lightner, seconded by Heidi Diminick and carried to approve the amount of \$7,500.00 for Parks and Playgrounds and \$4,000.00 for the Recreation Account for 2017.

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

Review the Fees for the Usage of the Parks – Requested by Vice Chairman Ronald Hartpence

Ronald Hartpence suggested reviewing the fees for 2017. Richard Dodds feels that the fees are at a good rate right now. They raised the fees in 2016.

The Parks and Recreation Committee reminded Secretary Keller to send out notices the first of the year to all the teams that use the fields at the Kingwood Park for the year \$500.00 fee for the use of the fields.

4.

Old Business

Operations and Reports:

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

Park Director Jeffrey Frischer was present and reviewed his monthly report for November.

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

The Parks and Recreation Committee reviewed the budget reports from the Township C.F.O.

Buildings and Grounds

Park Directors to Update

Old Fairview School House

Copy of Letter to Eleanor Langeveld – Hunterdon County Seniors – Regarding 2017 Yoga

Chairman David Hewitt reviewed the letter sent to Eleanor Langeveld – Hunterdon County Seniors – Regarding 2017 Yoga.

Richard Dodds explained the township is interested in moving an antenna, which is on top of the chimney at the DPW building, and to put it on the property of the Old Fairview School on top of the Chimney on the school house for better reception for the DPW vehicles. He explained how they will be able to get much better reception on the roads going down towards the river.

Bocce Update

Anthony Gioffre noted they just finished their fall pruning clean up at the bocce court area.

Annual Senior Dinner at the Kingwood Methodist Church

Review of the Event: 2016 – Annual Senior Dinner – November 12, 2016

Chairman David Hewitt reviewed the dinner. He noted that everything went very well and it was a very nice turnout. He noted that Phil Lubitz and Richard Dodds were out in the parking lot helping folks park cars for the event.

Chairman David Hewitt noted that he obtained a receipt from the Flemington Food Bank where he delivered non-perishable items that were collected at the Annual Tree Lighting to them on December 7, 2016. He received Receipt No. 108727 from the Food Bank for the items.

Thank you note from Betty and Tom Kenny for the Senior Dinner and for Everything Parks and Recreation Does for the Seniors

Chairman David Hewitt reviewed.

5.

Annual Tree Lighting Ceremony – December 3rd, 2016

Review the Event on December 3rd

He noted that everything went very well and that there was a total of \$23.18 from donations.

Copy of Letter from ShopRite of Flemington – Granting Donation for Food for Tree Lighting Ceremony Event

Chairman David Hewitt reviewed.

Donations

Donation of \$30.00 from Resident of Kingwood Township

Donation of \$23.18 Collected at the Annual Tree Lighting Ceremony

Chairman David Hewitt reviewed.

Correspondence

Chairman David Hewitt read aloud the following correspondence:

Copy of Thank you Letter to Josh Snyder for the Great Job on the Pavilion at the HBP – Eagle Scout Project – Dave Hewitt to Read aloud the Letter

Copy of Letter to Dr. Rick Falkenstein – Permission to Have a Coloring Contest for Annual Tree Lighting

Copy of Thank you Letter to Heidi Diminick for the Donation of a Conference Table for OFSH

Copy of Thank you Letter to Ian White and the Music Class for Playing Bands at Community Day

Other Matters

Chairman David Hewitt thanked everyone for a great year! He feels that a lot was accomplished. The GaGa Pit, Playground Project, and the Pavilion at the South side of the Horseshoe Bend Park.

Chuck Kolvites feels that all the projects have been great, but we need to think about who will maintain the projects after they are completed.

Ronald Hartpence thanked Secretary Keller for everything she has done throughout the year for the Committees. There was a discussion regarding how much Costco and Walmart donated to the township for the Annual Tree Lighting. Ronald Hartpence noted that Costco gave a \$40.00 gift certificate and Walmart gave a \$50.00 gift certificate towards items to be purchased for the Annual Tree Lighting Event.

Everyone wished each other a Happy Holiday.

Adjournment

It was moved by Ronald Harpence, seconded by Richard Dodds and carried to adjourn the meeting at 8:10PM. All voted Aye on Roll Call Vote.

Respectfully submitted,
Cynthia L. Keller,
Parks and Recreation Secretary

PARK DIRECTORS REPORT NOVEMBER 2016

Final cut entire park JD and Toro 30 hours

DPW guys came to park and cut approximately 7 foot of the holiday tree and re-shaped it.

KTS huffin for stuffin went well, pavillon cleaned up.

Emptied all trash around park and put away cans for winter misc 3 hours

Travel soccer came and raised their goal nets for winter. Thanks Tony

Anthony DeSapio dropped off 16 foot step ladder for use of decorating holiday tree.

Will Stevenson donated fire wood again this year for the fire barrel

Enclosed is a copy of the events scheduled for the month of December, 2016

JD 15
TORO 15
ST 0
MISC 3
TOTAL 33

Respectfully submitted by:
Jeffrey and Brenda Frischer

Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
339/27	5	340/26	6	340/24	7	341/23	8	341/22	9	341/21	10
				Pearl Harbor Remembrance Day							
346/20	12	347/19	13	348/17	14	350/16	15	351/15	16	352/14	17
	Virgin of Guadalupe (MI)										
353/13	19	354/12	20	354/10	21	357/9	22	358/8	23	359/7	24
				Winter begins							Hamukahi begins at sundown
359/5	26	361/5	27	363/3	28	364/2	29	365/1	30	365/1	31
Christmas	Boxing Day (C) Kauauna begins										New Year's Eve

3
tree
lighting

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