

**KINGWOOD TOWNSHIP
PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES
March 1, 2017
7:00P.M.**

CALL TO ORDER

The meeting was called to order by Chairman David Hewitt at 7:06P.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 12th, 2017, and by telefaxing a copy of the notice to the Express Times on January 5th, 2017. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 5th, 2017.

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
Jack Niciecki
Sharon Lightner
Anthony Gioffre
Brian Obitz

Absent

Chuck Kolvites
Cynthia Niciecki
Michael DeSapio

Privilege of the Floor

No public comments

Horseshoe Bend Park/Ukarish Property Update

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds noted that he met with a Boy Scout who is interested working on trails at the Horseshoe Bend Park. He noted that they are always looking for people to work on the trails.

2.

Richard Dodds explained that the Hunterdon 4H Club met at the Horseshoe Bend Park to do maple sugaring on some of the trees. Richard Dodds explained how the process was done.

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

Copy of Letter and Check from Delaware Valley Soccer Club – Yearly Kingwood Park Fee \$500

Chairman David Hewitt reviewed. Secretary Keller noted that this is the only club that responded and paid for the yearly fee for the use of the facility at the Kingwood Park so far this year.

Calendar of Events Scheduled for the Horseshoe Bend Park for March 2017:

Chairman David Hewitt read aloud the following events:

Hunterdon County 4-H Club – Maple Syrup Lessons – South Side HBP – Feb 26th
Del Val Jr. Terriers Cheerleading Team – No Date Scheduled this Month
Del Val Lightning Softball Team – March 1,7,8,10,12,14,15,17,19,21,22,24,26,28,29
Kindred Companions Dog Org. Practices – March 2,6,9,13,16,20,23,27,30 - April
3,6,10,13,17,20,24,27 - May 1,4,8,15,18
Troop 251 Campout South Side of Park – March 10,11,12
Berkshire Valley Bassett Club – Dog Club Show – March 4 & 5
Boundless KS. Nose Trial – Dog Event – March 25

Kingwood Township Park/Applications/Updates

Kingwood Township School – Application for Use of Facility for Baseball Fields – Baseball Practice April thru May 2017 from 3:00pm – 5:00pm

The Parks and Recreation Committee reviewed the application from the Kingwood School Baseball Team. The Parks and Recreation had no objections and approved the application.

New and Pending Business

Motion to Approve the Minutes of the February 1, 2017 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Richard Dodds, seconded by Ronald Hartpence and carried to approve the February 1, 2017 Regular Parks and Recreation Meeting Minutes.

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

3.

Motion to Approve to Reimburse Ian White for Music Lessons at the Kingwood School Program In the Amount of \$180.00 for February 2017

It was moved by Sharon Lightner, seconded by Richard Dodds and carried to approve to Reimburse Ian White for Music Lessons at the Kingwood School Program in the amount of \$180.00 for February 2017.

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

Flyer to Encourage Volunteers to Join Parks and Recreation Committee – Approve to Send to Kingwood School Website

Chairman David Hewitt reviewed. The Parks and Recreation Committee approved the flyer to be sent to the Kingwood Township School website.

Draft Ordinance Park Rental Late Fees and Cancellation – Ordinance Amending Chapter 34 Entitled “Recreation Commission and Parks and Recreation Committee, “Article III “Use of Township Parks and Facilities,” Subsection 8 “Fees, Insurance; Rules and Regulations” and Chapter 94 “Open Space and Recreation Areas” of the General Ordinances of the Township of Kingwood, County of Hunterdon, and the State of New Jersey to Establish a Late Fee and Revise and Cancellation Policy for Rentals

Richard Dodds briefly reviewed the ordinance and why the township would like to adopt the amendments. He noted that the Township Committee will be considering this ordinance at their meeting tomorrow evening on first reading.

The Parks and Recreation reviewed the ordinance over the projector. The Committee all agreed to recommend to the Township Committee under Section 1:

Section 34-8© shall be replaced with the following: A fee of \$20 will be charged on any returned checks. A late fee of **\$75.00** will be charged for any fees paid more than 30 days late. If any fees are not paid within 90 days of the due date, the individual/organization shall be locked out of the facility and/or unable to rent any Township facilities until all fees and late fees are paid in full. Unless a due date of a payment is specifically set forth in the Township Code or the rental contract, “late” shall be defined as any fees not paid as of the date of the scheduled event. The day of the event shall be counted as the first late day for purposes of counting the late period.

They all agreed that this will hopefully solve the problems of the late payments for renting the facilities.

4.

Old Business

N/A

Operations and Reports:

Report for the Month of February 2017 – From - Park Director's Brenda and Jeffrey Frischer

Park Director's Brenda and Jeffrey Frischer were present and reviewed their report for February 2017.

Jeffrey Frischer noted he spoke to DVAA Baseball, and that they will not be using the field this year at the Kingwood Park.

Budget Account Reports From Township CFO

The Parks and Recreation Committee reviewed the budget account reports for February from the township's C.F.O.

Buildings and Grounds

Park Directors to Update

Jeffrey Frischer discussed a few issues regarding scheduling the use of the fields at the Kingwood Park.

Copy of Letter from Windsor Soil Company – Infield Mix

Chairman David Hewitt reviewed.

Old Fairview School House

Old Fairview School House – To Reopen on Wednesday, March 10th, 2017 - Senior Yoga Begins on Wednesday, April 5, 2017

Chairman David Hewitt reviewed.

Flyer for Chair Yoga with Kim Karsh – Fairview School House

The Parks and Recreation Committee reviewed the flyer for the Chair Yoga.

Bocce Update

Update – Anthony Gioffre

Anthony Gioffre gave a brief update of the Bocce Club and what they plan to do in the spring.

5.

Annual Egg Hunt – Kingwood Park – April 8th – 1:00P.M.

Color Eggs at Kingwood Twp. Fire House – Route 519 – Thursday, April 6th – Discuss Time

Diane Hanley has volunteered to be the Bunny for the event. There was a lengthy discussion regarding coloring the eggs for the Annual Egg Hunt and items they will be purchasing for the prizes. There was a discussion regarding the eggs, which have the prizes in them and what may work better. Chairman David Hewitt will be obtaining the prizes and prepare the items for the event.

Senior Picnic – June 3, 2017

Kingwood Park Pavilion

Annual Fishing Derby – June 17, 2017

New Amended Flyer – Review

Chairman David Hewitt reviewed. He talked about the prizes that he has obtained already for the Fishing Derby.

Community Day/Fireworks Event for 2017

Letter to Twp. Committee from David Hewitt – Discuss Twp. Committee’s Suggestions

Chairman David Hewitt reviewed his letter.

Discuss Ideas to Accompany a Fireworks Event

Discuss Date for Fireworks Event

It was suggested to talk about the ideas at the subcommittee meeting on March 16th, at 7:00PM at the Kingwood Township Park Pavilion.

Annual Senior Dinner at the Kingwood Methodist Church

2017 – Date for Annual Senior Dinner – November 11, 2017 Kingwood Seniors

3rd Annual Kingwood Township Flea Market – HBP – April 29th and 30th

Drop Off Items Mon, April 24 – April 28

Copy of Message/Suggestion from the Township’s Insurance Company Re: Vendors Insurance Needed

Discuss Whether or Not to Invite Vendors to Setup Table and Sell Items

The Parks and Recreation Committee decided to go ahead and allow the vendors to set up at the Morton Building. They all agreed that the vendors will need to sign a hold harmless form for that event.

6.

Richard Dodds noted he will discuss with the Township Committee the recommendation from the Parks and Recreation Committee that the vendors need to sign a hold harmless form. A flyer will be put in the mailing regarding the Flea Market and also a signup sheet for residents to set up a table and sell their own items for a small fee.

Donations

N/A

Correspondence

Chairman David Hewitt reviewed the following correspondence.

New Amended List of Parks Events for 2017 – David Hewitt
Thank you Letter from Betty and Tom Kenny – Kingwood Residents
Letter from the NJDEP Re: Ash Tree Management Along the Towpath in DRCSP

Other Matter

Richard Dodds noted that the township has ordered 1000 trees from the State to be given out to the public. This will take place on Arbor Day, April 22, 2017 10:00a.m. to 2:00p.m.

Adjournment

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to adjourn the meeting at 8:33PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

Cynthia L. Keller,
Secretary