

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

**June 7, 2017
7:00P.M.**

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 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
Chuck Kolvites
Heidi Diminick
Michael DeSapio
Jack Niciecki

Absent

Cynthia Niciecki
Sharon Lightner
Anthony Gioffre
Brian Obitz

Also present at the meeting were Kingwood Park Director's Jeffrey and Brenda Frischer.

Privilege of the Floor

Diane Dixon – Request for Waiver of Cost of Use of Horseshoe Bend Park - Fund Raiser for Service Dog for Young Man in Need

Diane Dixon did not attend the meeting this evening.

2.

Nicolas Blatt, Route 519 came to the Parks and Recreation Committee to get approval to have a baby shower at the Kingwood Park Pavilion on September 16, 2017. He would like to get approval to serve alcoholic beverages at the shower. Dave Hewitt noted that the Parks and Recreation Committee would need to recommend to the Township Committee to waive the rules to allow them to serve alcoholic beverages on September 16, 2017.

It was moved by Chuck Kolvites, seconded by Heidi Diminick and carried to approve to recommend to the Township Committee to waive the Park rules to allow Nicolas Blatt and family to serve alcoholic beverages on September 16, 2017 at 200 Union Road, at the Kingwood Township Park. He noted that he has obtained liability insurance and will have that sent to the township.

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

Horseshoe Bend Park/Ukarish Property Update

Horseshoe Bend Park Update – Richard Dodds

Parking Area Update at HBP – Richard Dodds

Copy of Letter from Bruce Riggio – Re: Eagle Scout Project – Thank you Note

Richard Dodds noted that the Parks and Recreation received an okay from the Township Committee regarding the approval to do an addition at the Horseshoe Bend Park Morton building. He will be obtaining prices for the capital ordinance.

The Department of Public Works will be working on the Horseshoe Bend Park parking lot when they have time.

He explained that the pole for the repeater was installed at the Horseshoe Bend Park and all went well.

Richard Dodds reviewed a thank you letter from Bruce Riggio for his Eagle Scout Project.

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

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

North Jersey Kennel Club – June 3 and 4

Kindred Companions Dog Org. Practices – June 15, 16, 17, 18

Chairman David Hewitt reviewed the scheduled events for Horseshoe Bend Park for the month of June 2017.

3.

Kingwood Township Park/Applications/Updates

N/A

New and Pending Business

Motion to Approve the Minutes of the May 3, 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 May 3, 2017 Regular Parks and Recreation Meeting Minutes with the following corrections:

Page#13 Under- Motion to Approve to Reimburse David Hewitt for Items Purchased for the Kingwood Park in the Amount of \$150.00.

Replacing the Motion of Approval with the following:

It was moved by Heidi Diminick, seconded by Ronald Hartpence and carried to approve to reimburse David Hewitt for the purchase of one 12 foot fiberglass step latter, a steel constructor sight container – lockable.

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

Motion to Approve to Reimburse Ian White for Music Lessons at the Kingwood School Program In the Amount of \$490.00 for May 2017

It was moved by Ronald Hartpence, seconded by Heidi Diminick and carried to approve to Reimburse Ian White for Music Lessons at the Kingwood School Program in the amount of \$490.00 for May 2017.

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

E-mail and Question from Ian White – Non-Kingwood Residents/Music Summer Camp

As long as the majority of the students are from Kingwood, than the Parks and Recreation Committee had no objections.

4.

The Parks and Recreation feel that Ian White should provide insurance for students that are not from Kingwood Twp. and to follow the same as David Bacon's summer program.

Secretary Keller to be in touch with Ian White with the Parks and Recreation Committees decision.

Copy of Ordinance No. 19-05-2017 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 the Cancellation Policy for Rentals

Chairman David Hewitt reviewed Ordinance No. 19-05-2017 for the members.

Old Business

N/A

Operations and Reports:

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

Park Director's Brenda and Jeffrey Frischer reviewed their report for the month of May 2017.

Budget Account Reports - Township CFO – for June 2017

The Parks and Recreation Committee reviewed the budget reports for June over the projector.

Buildings and Grounds

Park Directors to Update

There was a discussion regarding the repairs and the quotes obtained for the Kingwood Park house. Richard Dodds explained how this project will be approved by a capital ordinance, which will be introduced next month at the Township Committee meeting.

Old Fairview School House

Senior Yoga – With Kim Karsh at the OFVS – Wednesdays from 9:00a.m. – 12:00noon

Merry Mixers Meet the Third Thursday of Each Month from 9:00a.m. – 2:00p.m.

Nothing new to report.

Bocce Update

Update – Anthony Gioffre

Anthony Gioffre was not present at the meeting.

5.

Upcoming Bocce Tournament – June 25, 2017

Chairman David Hewitt explained that several members of the Parks and Recreation Committee will be on a team at the Bocce Tournament. The Bocce Tournament is scheduled on Sunday, June 25th, 2017. Michael DeSapio noted that everyone should be there by 9:00a.m.

Copy of Letter to Twp. Committee Request for Bocce Tournament

Copy of Insurance for Bocce Tournament – June 25th, 2017

Copy of Resolution – Bocce Club Serving Alcoholic Beverages for June 25th Event

Chairman David Hewitt reviewed the correspondence for the Bocce Tournament.

Senior Picnic – June 3, 2017

Review of Picnic

Chairman David Hewitt reviewed the event. He stated that everything went very well.

Annual Fishing Derby – June 17, 2017

Discuss Upcoming Event and What Needs to Be Done

The Parks and Recreation Committee talked about what they need to do for the Derby. They discussed the prizes, and the refreshments. They decided to arrive at the Kingwood Pond at 8:00a.m. to setup for the event.

Update on Gift Certificate from Walmart

Update on Gift Certificate from Costco

Ron Hartpence gave an update on the gift certificates received. He noted that we received a gift certificate for \$30.00 from Walmart and \$50.00 from Costco. He also explained that a letter was sent to Dunkin Donuts, but will have to follow up by stopping by and talking to them.

It was suggested that a thank you letter be written to Walmart and Costco for their generous donation of gift certificates.

Community Day/Founders Day, September 30, October 1 Rain Date/Fireworks Event for 2017

Next Scheduled Subcommittee Meeting – June 15, 2017

Chairman David Hewitt reviewed that the next meeting is on June 15th at 7:00P.M. at the Kingwood Park Pavilion.

E-mail and Request from Del Val Jr. Terriers Cheerleaders – Demo at Kingwood Day

Chairman David Hewitt reviewed and stated this would be a great idea for them to come.

6.

The Parks and Recreation Committee suggested that they do their demonstration from 6:00pm. – 7:00p.m.

The Parks and Recreation Committee also suggested that Ian White's Jazz Band play from 7:00pm – 8:00pm. Secretary Keller to follow up with the demonstration and the band.

Review Sponsorship Forms to Be Sent to Local Businesses

Richard Dodds explained the sponsorship forms. Richard Dodds will work on the sponsorship ads and suggested that Staples to do the posters.

Annual Senior Dinner at the Kingwood Methodist Church

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

The Parks and Recreation Committee will discuss this further as it gets closer to November.

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

Copy of Receipt for Gift in Kind of 5 Boxes of Glassware Donated to the Salvation Army

Chairman David Hewitt reviewed the receipt he obtained from the Salvation Army.

Donations

Donation from the Merry Mixers in the Amount of \$100.00

Chairman David Hewitt reviewed. The Committee suggested that a thank you note be written to the Merry Mixers for the generous donation.

Correspondence

Copy of Thank you Note to the Girl Scouts for Help with Annual Egg Hunt

Copy of Letter to Lehigh Valley Dairy Farms – Seeking Donation for Fishing Derby

Copy of Letter to Dunkin Donuts – Seeking Donation for Fishing Derby

Chairman David Hewitt reviewed the correspondence.

Other Matter

Ronald Hartpence reviewed the budget reports regarding the Flea Market Deposit. There was a brief discussion.

Adjournment

It was moved by Richard Dodds, seconded by Ronald Hartpence and carried to adjourn the meeting at 8:00P.M. **All Voted Aye on Roll Call Vote.**

Respectfully submitted,

Cynthia L. Keller
Parks and Recreation Secretary