

PARKS AND RECREATION COMMITTEE

REGULAR MEETING MINUTES

December 5, 2018

7:00PM

CALL TO ORDER

The meeting was called to order by Chairman, David Hewitt at 7:00 P.M. who read aloud the following notice:

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 11, 2018 and by telefaxing a copy of the notice to the Express Times on January 4, 2018. A copy of the notice was also posted in the Kingwood Township Municipal Building.

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, Gov. Member
David Hewitt, Chair
Ronald Hartpence, V. Chair
Chuck Kolvites
Jack Niececki
Heidi Diminick
Michael DeSapio
Anthony Gioffre

Absent

Sharon Lightner
Brian Obitz
Jennifer Eannucci
Cynthia Niececki

Privilege of the Floor

Deborah Kratzer, Chairperson of the Kingwood Township Environmental Commission presented the Nature Conservancy Tree Planting Project application being submitted by the Environmental Commission. She discussed the proposed project planting along the Lockatong Creek at Kingwood Park. The purpose of the project is to protect streambanks along the creek. The Committee discussed the best location for the planting and enthusiastically gave Ms. Kratzer their support. The grant application is due by December 14, 2018 and those selected will be notified by the end of January 2019.

Motion to Approve the Nature Conservancy Tree Planting Project and to Recommend the Township Committee Approve a Resolution in Support of the Project.

It was moved by Ronald Hartpence and seconded by Heidi Diminick and carried to approve the Nature Conservancy Tree Planting project and to recommend the Township Committee approve a Resolution in support of the project.

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

Beth Lewis, community member who regularly uses Horseshoe Bend Park, thanked the Committee for the work they have done on the Park. She asked the Committee what plans have been made for disposing of dog waste. The Committee responded that the person who was managing this task is no longer able to do so and to date no volunteers have come forward. David Hewitt has been taking care of disposing of the waste in the interim. It was noted that the garbage can was missing and Mayor Dodds recommended a galvanized garbage should be purchased to replace it.

Michele Daly, Kingwood Soccer League coach thanked the Committee for help with the League's goal of improving the soccer fields. Ms. Daly gave a quick update stating that things are moving quickly and that they've raised \$12,000 toward the Leagues's goal of \$50,000 thus far.

Horseshoe Bend Park/Ukarish – Richard Dodds

Mayor Dodds reported that hunting season is underway and it is currently Shotgun season. No shooting/hunting is permitted on Sundays.

Cleaning services for the Horseshoe Bend Park Morton Building

Mayor Dodds reviewed the usage of the Morton Building for the past when use was at its highest and has determined that two levels of cleaning service, weekly and per event will be required of all users. The weekly cost would be applied to organizations that use the building routinely for sports practice. The one-time event rate would be for organizations, such as dog clubs, that use the building one time or a few times yearly.

The determined charge for weekly cleaning would be \$35.00/week based on historic use of 3 -4 days practice/week and 30 weeks/year. The total charge is estimated at \$1,050.00/year which is approximately \$12.00/day. The determined charge for one time event use would be \$125.00 per event.

Mr. Dodds noted that there are some Facility Users that schedule multiple events each year, at least one each quarter. These clubs may be entitled to a "Frequent Use" discount yet to be determined.

These cleaning fees will be built into the Facility Use Fee for 2019.

Horseshoe Bend Park/Ukarish Property Update

Calendar of Events Scheduled for the Horseshoe Bend Park for November 2018:

Chairman David Hewitt reviewed the following scheduled events at Horseshoe Bend Park
Del Val Terrier Jr. Cheer
4-6, 11-13, 17, 20, 27, 29.
No Dog Events in December

New and Pending Business

Motion to Approve the Minutes of the November 7, 2018 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Richard Dodds and seconded by Ronald Hartpence and carried to approve the minutes of the November 7, 2018 regular Meeting for the Parks and Recreation.

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

Motion to Approve to Reimburse Ian White for Music Lessons at the Kingwood School Program In the Amount of \$380.00 for the month of November 2018

It was moved by Chuck Kolvites and seconded by Heidi Diminick and carried to approve the Amount of \$380.00 to Reimburse Ian White for Music Lessons at the Kingwood Township School for the Month of November 2018.

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

Old Business:

The Committee discussed the Kingwood Regional Soccer League's Proposal for fund raising to go toward field improvements. This proposal had been reviewed by the Park and Recreation Commission, independently and without meeting, in order to give Kingwood Regional Soccer League approval to move forward as soon as possible

David Hewitt stated that Delaware Valley Baseball Association uses Kingwood Park and they may request the opportunity to advertise on the Baseball fields as KRSL is with the soccer fields. Jeffrey Frischer state that in the past DVAA and Del Val Lightening Softball had asked the Township Committee to do the same fund raising by offering advertising on the field's fencing but the request was denied by the Township Committee at that time.

Mayor Dodds said this Township Committee would consider allowing DVAA to advertise but has concerns about the immediate large volume of signage and the control of the monies earned from the advertising as this process is new to all parties. Mr. Dodds recommends the Township start small with the Kingwood Regional Soccer League and see how the process unfolds.

Michele Daly Padro, of KRS� and a graphic designer, stated that the signage is very important and must be easy to view. She stated that KRS� might offer free design services to sponsors in an attempt to have some input and uniformity in the signage/advertising at the park. Mayor Dodds recommended that KRS� review the current Kingwood Township Sign Ordinance. It may be stated that non-profit use of Parks may be exempt from the ordinance. He will confirm and report back to the committee

Operations and Reports:

Park Director's Report and Buildings and Grounds

Jeffrey Frischer recommended that swales be put in between the soccer fields to help capture/block water flow between the fields.

Mr. Frischer also recommended repair of the dog walking trail, in particular the section that runs through the woods. He has received many complaints from people using the trail for dog walking since this area gets exceptionally wet and muddy. Mayor Dodds made suggestions regarding various ways and methods to correct this area, feasibility of which to be determined.

Mr. Frischer stated that it is time to raise the soccer nets to prevent deer population from getting caught up in them through the winter months.

Budget Account Reports from Township CFO for November Table to January Meeting

Park and Rec In/Out Report for November Table to January meeting

Budget Requests for both Park and Rec to remain the same as 2018.

Old Fairview School House

Historical Society Last Meeting December 6, 2018

Alfie Grillo contacted to close both Old Fairview School building and Kingwood Park for the winter months.

Donations

Friends of Horseshoe Bend Park \$150.00 Received November 13, 2018

Christmas Tree Lighting Event public donation - \$10.00 Received December 3, 2019

Hartpence Family Reunion in August donated \$200.00. From that donation a "Power Blower" was purchased to be used for cleaning purposes. The balance of \$73.12 was submitted for deposit.

Kingwood United Methodist Church earned \$2,275.00 from the Roast Beef Dinner held on November 11th. They have donated all of the earning to the Kingwood Township Park and Recreation Committee to be used for youth activities at the park. The Park and Rec committee also saved quite a bit of money due to the church's donation of all the food for the senior dinner that the Committee has paid for in the past.

Correspondence

N/A

Other Matters

Committee Members' and Citizen Advisory Members' Term Review.

Volunteer members of the Park and Recreation Committee terms expiring 12/31/2018 status:

Michael DeSapio – Accepted reappointment to another term.

Sharon Lightner – Secretary, M. Walters will contact Ms. Lightner to inquire about continued interest in serving on Committee.

Citizen Advisory Panel members' terms expiring 12/31/2018 status:

Anthony Gioffre – Accepted reappointment to another term.

Cynthia Nickiecki – M. Walters to contact.

Brian Obitz – M. Walters to contact.

David Hewitt mentioned that there are openings for the Citizen Advisory Committee.

Mayor Dodds suggested that the Park and Recreation Commission be expanded from three to five members. The goal would be to fill the additional two openings with volunteers of the younger demographic who are currently involved in the park system. The Township Committee would recommend this change be made to the current ordinance which would then be brought before the Park and Recreation Committee

Chuck Kolvites suggested posting signs at Horseshoe Bend Park during hunting season that would alert hikers for the need for safety and to make sure they are seen while hiking by wearing bright colors.

Mr. Hewitt received a call from Andy Russano regarding another group that uses the bocce court. Mr. Russano suggested this group be required to participate in a clean-up day. Chuck Kolvites stated that people cannot be required to clean the park/bocce court because the park is a public facility.

Adjournment

It was moved by Richard Dodds and seconded by Heid Diminick and carried to adjourn the meeting at 8:23 P.M. **All voted Aye on Roll Call Vote.**

Respectfully submitted,

Michele Tipton-Walters
Secretary, Parks and Recreation