

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

**MARCH 5, 2014
7:00PM**

CALL TO ORDER

The meeting was called to order by Chairman David Hewitt at 7:00P.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 9, 2014, and by telefaxing a copy of the notice to the Star Ledger, and the Express Times on January 7, 2014. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 7, 2014.

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

<u>Present</u>	<u>Absent</u>
David Hewitt	Antimo Russano
Ron Hartpence	Cynthia Niciecki
Chuck Kolvites	Jack Niciecki
Richard Dodds	Eugene Hill
Heidi Diminick	Cheryl Salerno
Michael DeSapio	Michele Mauzerall
Anthony Gioffre	Sharon Lightner

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

Public Comments - Privilege of the Floor

Sharon Sklowdksy – KTS PTA – Present to Get Approval for an Event at the Kingwood Park “Diamond Dash”

Sharon Sklowdksy from the KTS PTA was present and explained an event they would like to have at the Kingwood Park. She explained that it is similar to a 5K run. They would like to do this in May on the 17th, 2014 in the morning. She noted that they would like to serve food in the pavilion. She explained that this is to raise money for the school. They would like to run on the trail from the Kingwood Park and then over to the trail that leads to the school so they will not be in the way of the other sport events going on.

2.

She explained the trail run they did last year and that they would like to cut out the run along the road for safety reasons. She stated that their goal is to have a run in the spring and in the fall. She noted that last year they had 139 people run.

The Parks and Recreation Committee thought this was a great idea and welcomed them back to the park for their event. They explained that it would be a good idea to have this put on the township website. Ron Hartpence suggested that they plan on coming on Community Day to have a short run and a table to fund raise. Contact information was given to Sharon Sklowdksy and everyone thanked her for coming.

Bob O'Neil of NJWSA – Present to Speak to the About The Kingwood Park Stream Restoration Project

Bob O'Neil was as present and explained they planted buffer strips. He handed out an Ariel view of the park where they plan on working on the project. He explained that they want to make this both ecological and look nice. Bob O'Neil noted that he met with Environmental Commission and explained what their ideas were for the project. He explained that they would like to make it as easy as possible to maintain for the caretakers of the park. They discussed the best places to plant to help with the drainage and for the mowers to get around them. Jeffrey and Brenda Frischer are the Park Directors for the Kingwood Park at this time and they gave Bob O'Neil some ideas for the best places to consider the stream restoration.

Bob O'Neil noted that he came to make sure that it would be okay to plant on the lower field and that the most important thing is the graphic design. He suggested that no one use the back field by the stream along the walking trail, as it is wetlands in that area and that is where they will be planting to help with the water drainage. The immediate concern is right near the stream bank. He stated that there are a lot of invasive species in the woods. He explained how sticking willow strips in the bank will help with erosion of the stream edge. They plan on planting some dogwoods also. He explained that they plan on getting the schools and many children involved with planting. He noted that they do not need DEP approval for this project. The Parks and Recreation Committee asked several questions. Mr. O'Neil responded. Everyone thanked Bob O'Neil for coming and explaining the project to be done this spring.

Debbie Kratzer, Chairwoman Environmental Commission – Present to Talk About the Horseshoe Bend Park

Debbie Kratzer was present to review the butterflies that have been found at the Horseshoe Bend Park. She explained that representatives from the North Jersey Butterfly Club are the individuals that found the rare butterflies. She explained that she asked them what ideas they could give the township, so we could all learn how to keep it a healthy habitat. She explained that they walked around the Horseshoe Bend Park with her and showed her several ideas that would be helpful, which she explained to the Park and Recreation Members. Debbie Kratzer explained that a subcommittee has been formed to work on the fields and the habitat at the park. She noted that the subcommittee will be Richard Dodds, Debbie Kratzer, Cynthia Niciecki, Sandra McNicol and Jack MacConnell.

Richard Dodds brought up a GIS Ariel view of the Horseshoe Bend Park and explained the areas of where they are focusing on at the Horseshoe Bend Park.

3.

Ray Jones – Present to Get Approval to Donate a Bench to the Kingwood Park in Honor of his Father

Mr. Jones did not attend the meeting.

Horseshoe Bend Park/Ukarish Property Update
Horseshoe Bend Park Update – Richard Dodds

Richard Dodds explained that the township has purchased mats and gates for the dog events. He explained that the mats are one part and the plastic stanchions are the other part. He explained that stanchions are designed for effective heavy duty crowd control for indoor and outdoor events. A local resident was present and explained how she is part of a dog organization similar to the organizations that use the Horseshoe Bend Park, and suggested which stanchions would be best. She also gave names of someone who is selling the plastic stanchions who she explained is presently storing them in a place they do not want to pay for storage any longer. She explained that they would like to sell them at \$5.00 each. She came to explain that they are available and how they are used. She explained that she knows a unit that would like to sell approximately 60 stanchions in all different sizes.

It was moved by Ron Hartpence, second by Heidi Diminick and carried to purchase approximately 60 Stanchions and not to exceed \$325.00 for the purchase for the Horseshoe Bend Park facility for the dog events.

Roll Call Vote:

Aye	-Dodds, Hartpence, Hewitt, Diminick, Kolvites, DeSapio
Nay	-None
Abstain	-None
Absent	-Russano, C. Niciecki, J. Niciecki,

Richard Dodds also stated that the trail map has been amended due to a property owner who lives in the middle property that is currently not allowing access on his property to get to the existing trails. He noted how they will be working on making the trail go around the residence's house.

Richard Dodds gave an update on another piece of property, which is the "Church" property the township has purchases. He explained that this is very close to the Horseshoe Bend Park. He explained that this is going to be considered open space property.

Calendar of Events Scheduled for the Horseshoe Bend Park:

February 15th and 16th, 2014 International Canine Kennel Club – Morton Bldg.
7:00AM – 5:00PM Dog Show Both Days (CANCELLED)

March 29th and 30th, 2014 International Canine Kennel Club – Morton Bldg.
7:00A.M. – 5:00P.M. Dog Show Both Days

Birthday Party in Morton Building Cancelled – Due to No Insurance

4.

New and Pending Business

Motion to Approve the Minutes of the December 4, 2013 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Richard Dodds, seconded by Ron Hartpence and carried to approve the December 4, 2013 Regular Meeting Minutes.

Comments: No comments

Roll Call Vote:

Aye	-Dodds, Hartpence, Hewitt, Kolvites, DeSapio
Nay	-None
Abstain	-Diminick
Absent	-Russano, C. Niciecki, J. Niciecki,

Motion to Approve the Minutes of the January 6, 2014 Reorganization Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Richard Dodds, seconded by Ron Hartpence and carried to approve the January 6, 2014 Reorganization and Regular Meeting Minutes.

Comments: No comments

Roll Call Vote:

Aye	-Dodds, Hartpence, Hewitt, Kolvites
Nay	-None
Abstain	-Diminick, DeSapio
Absent	-Russano, C. Niciecki, J. Niciecki

No meeting in February do to the weather.

Motion to Approve Payment to Ian White for Music Camp at the Kingwood Township School for the Month of December in the Amount of \$415.00 and January in the Amount \$572.50

It was moved by Richard Dodds, seconded by Heidi Diminick and carried to approve the amount of \$415.00 for December 2013 and \$572.52.00 for February 2014 to reimburse Ian White for the Music Club at the Kingwood School.

Roll Call Vote:

Aye	-Dodds, Hartpence, Hewitt, Kolvites, Diminick, DeSapio
Nay	-None
Abstain	-None
Absent	-Russano, C. Niciecki, J. Niciecki

Richard Dodds explained that he spoke with Ian White regarding the best way to work with his music camp.

5.

Letter from Resident- Re: Community Merit Badge

Chairman David Hewitt asked if anyone had any ideas for the interested parties merit badge. Richard Dodds explained that he spoke with several scouts who are interested in learning about citizenship and other topics. The Committee will try to find out what ideas they can come up with for a student to earn a merit badge.

Discuss Service from Great Blue Lake and Pond Management

Chairman David Hewitt reviewed. He suggested that this agreement be given to the DPW Supervisor, Mark Petro, therefore, if he feels the pond needs cleaning he can set up the treatments with Great Blue Lake and Pond Management.

Old Business

Hunterdon County Senior Services - Yoga Program - Insurance Certificate

Chairman David Hewitt reviewed. Secretary Keller explained that the Old Fairview School is opening this weekend on March 1, 2014, and that the senior yoga will be using the building starting on Wednesday of each week from 9:00a.m until 1:30p.m.

New Rules Expanding the Permitted Uses of Procurement Cards by Local Units

The Committee discussed the new rules for the procurement cards. Richard Dodds explained for the Committee the reasons the township cannot use these credit cards.

Letter Returning Charge Cards Back to ShopRite of Flemington

Secretary Keller reviewed the letter sent to ShopRite.

Operations and Reports:

Report for the Month of January 2014 and February 2014- From - Park Director's Brenda and Jeffrey Frischer

The Park Directors reviewed their reports from January and February 2014. These reports will be attached to the back of these minutes. There was a discussion regarding the Kingwood Park opening up. It is currently scheduled to open on March 15th. It was noted that as of now this will need to be determined.

Budget Account Reports -From Township CFO

The Committee reviewed the budget account report from the township's C.F.O.

Buildings and Grounds

Opening Date for Kingwood Park - March 15, 2014

This was discussed earlier in the meeting.

6.

Old Fairview School House

Opens for Use on March 1, 2014

Secretary Keller explained that the Old Fairview School House has opened on March 1st, 2014.

Letter from Merry Mixers -No Longer Using the OFVSH

Chairman David Hewitt reviewed the thank you letter from the Merry Mixers. He explained that it was a letter thanking the township for the use of the Old Fairview School House for many years and that they will be moving to another location. David Hewitt noted that they will be moving their meetings to the Kingwood Methodist Church south on Route 519 in Kingwood Township.

Bocce Update

Anthony Gioffre explained that they hope to play bocce in April.

Annual Egg H

Egg Hunt -April 12, 2014

Chairman David Hewitt noted that Diane Hanley will be the Easter Bunny again this year. He announced that the eggs will be colored on Thursday, April 10th, 2014 at the Kingwood Firehouse on Route 519 at 7:00PM. Chairman David Hewitt reviewed what needs to be picked up for the egg hunt.

Community Day Planning:

Approve the Fireworks Company to be Chosen for Community Day 2014

It was moved by Richard Dodds, seconded by Ron Hartpence and carried to hire Garden State Fireworks for a fireworks display on September 20th and a rain date of September 21st, 2014.

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

Party Perfect - Rides for Community Day

Richard Dodds noted that he will be in charge of the rides. There was a brief discussion regarding wrist bands and how much they should be. Vendors must have insurance to attend Community Day. They talked about different activities to be done, which will be discussed further at the next subcommittee meeting.

Food	- Andy Russano
Pie eating contest	- Andy Russano
Deadline Date on the ads	- June 30 th , 2014

Letter to be sent out from the Township Committee to sponsor Community Day - As soon as possible

7.

E-Mail Sweeter Than Honey –Band

The Committees commented that they would be glad to have this band if they would like to volunteer their time.

Party Racing 2014 - Funkart Party Company Brochure and Prices

It was discussed that they would have to charge the public and give the township a donation if they are interested in coming to Community Day.

There was a discussion regarding the dog shows possibly being a part of Community Day.

Linda Deutsch was present and noted that she will speak to one of the local dog organization to come to community day for an informational demonstration. She will share a vendors list that they use for the dog shows with the township for their Community Day.

Richard Dodds noted that he will speak to Meg Sleeper to bring her horses for the public to enjoy.

Senior Dinner

Kingwood Methodist Church- Dinner Scheduled for November 8th, 2014 – Saturday

Secretary Keller confirmed that November 8th, 2014 will be the definite date for the dinner.

Schedule a Subcommittee Meeting

March 20th, 2014 7:00pm -Third Thursday of the Month

Ron Hartpence announced that the subcommittee will be meeting here at the municipal building at 7:00pm.

Donations

N/A

Correspondence

Chairman David Hewitt reviewed the following correspondence:

Copy of Letter to Kathy Bauer- Re: Senior Roast Beef Dinner - November 8, 2014

Copy of Letter to Irving Foust Re: Help with Annual Tree Lighting Ceremony
Decorations

18th Annual New Jersey Land Conservation Rally

County of Hunterdon- Division of Parks and Recreation- Invitation to Earth Day

An Invitation to the 7th Annual Music In Our Schools Month Concert Featuring: The Eric Mintel Quartet and the Kjnwood Jazz Band.

Copy of a final list of the Parks and Recreation Members -FYI

Other Matters

Jeffrey Frischer noted that the new mower is ready and will be delivered next week.

8.

Adjournment

It was moved by Richard Dodds, seconded by Ron Hartpence and carried to adjourn the meeting at 10:10P.M. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

Cynthia L. Keller
Secretary

