

East Hanover Township Park and Recreation Advisory Board
Regular Monthly Meeting: November 13, 2023, at 7 pm
8848 Jonestown Road, Grantville, PA 17028

Attendance: Becky Richards, Karen Henry, Laurie Reichert, Stacy Dove, Angela Bard Welt

Absent: Zach Jackson and Kirby Reichert

Supervisors: Becki Oller

Guests: Nick Yingst (Township Manager) and Dr. Craig Goodmurphy (prospective Board member)

1. **Call to Order:** Meeting called to order at 7:00 pm. by Karen Henry.

2. **Prospective Board member**

A. Dr. Craig Goodmurphy introduced himself as a prospective Board member, and then Board members provided an overview of the Board's purpose and activities.

3. **Approval of the August minutes**

A. Laurie motioned to approve the minutes from August. Stacy seconded.

4. **Review of the January-October 2023 expenditure report**

A. The proceeds of the Kawasaki Mule sale went into the Township's General Fund.

B. The budget is set before January 1, although bidding or grant funding may affect the budget throughout the year.

5. **Director's Report:**

A. A crack was identified in the dinosaur slide, near a bolt. Repair is being investigated, but it may need to be closed during repairs.

B. Some of the supplies and vendors acquired for Community Park Day (rained out) were used at the Spooktacular Fall Fest instead (for example, candy guessing game, inflatables, and barrel train rides).

C. The Spooktacular Fall Fest was successful, but a few "lessons learned" will be applied in future years. As examples, parking may be rearranged, the barrel train ride may have a more defined area of operation, and a handwashing station may be added. Also, it may be better to run the event from 5:00-8:00 PM instead of 5:00-9:00 PM. Attendance was estimated at 425-450 with 17 Trunk or Treat vehicles.

D. Grubs have been impacting the turf on the ballfields and soccer fields. There was one treatment this year, but the grubs seem to have killed a patch of grass. Becky is including two treatments in requests for quotes for 2024 turf maintenance. Bailey's Landscaping was the vendor in 2023.

E. The parks and recreation survey is being advertised via newsletter, website, social media, spaghetti dinner, etc. Becky plans to capture results through mid-February 2024.

F. Manada Conservancy would like to offer a Book Walk at the Nature Park & Trails, potentially via grant and sponsor signage. The display may be a plastic cover with hard copy paper, a digital display, or a QR code.

G. The amphitheater building permit has been approved, and construction will move forward in 2024.

- H. The community park fencing will likely be installed in late November/early December, which will wrap up the grant paperwork for the project. Some grant reimbursement has been received, and the remainder will be received after the project is fully complete.
- I. The ballfields have had a drainage issue recently, which Public Works is trying to address.
- J. The ballfields concession stand is being repaired by Public Works with new ceiling tiles, paint, counter repairs, and a new window/overhang.
- K. The bullpens and fencing will require signed and sealed drawings, a building permit, and Americans with Disabilities Act (ADA) accessibility.
- L. The Public Works Department helped overhaul the Teener Field in the Youth Sports Complex by re-establishing the base lines and leveling out the infield.

6. Old Business

A. 2024 Special Event program dates

- 1. Becky does not anticipate needing volunteers to assist with the Jigsaw Puzzle Competition (January and February) or the Indoor Yard Sale (February).
- 2. Becky may want 2-3 volunteers for the Valentine's Party (February).
- 3. Becky will assess volunteer needs for spring events in January 2024.
- 4. Breakfast with Santa will be held December 14, 2024.

B. 2024 Board Meeting dates

- 1. The April meeting will be moved from April 1 to April 8, 2024, to avoid having the Easter event, Easter holiday, and Board meeting three days in a row.
- 2. The August meeting was assessed due to National Night Out and Peach Fest, but the Board Meeting will be held on August 5, 2024, per regular schedule.

C. 2023/2024 Budget

- 1. The parking lot is used for both Township business as well as park users, and it was determined to best be budgeted under the Building Improvement budget rather than the Parks and Rec budget.
- 2. Budgeted expenses: replace playground digger feature, chess/checkers board, changeable "A" frame message board, and address sign for Nature Park.
- 3. The double-sided address sign for the Nature Park was quoted at \$1,055.16. This could potentially be funded under 2023 Capital Projects, but the 2023 Repairs and Maintenance budget is expended.

D. Court rules and signage for tennis/pickleball, basketball, and deck hockey

- 1. Becky has been conversing with pickleball representatives about the new rules.
- 2. The new rules will be put in the newsletter and posted.

E. PA Naturalist work projects

- 1. Becky will contact them this winter in order to get some projects planned for 2024.

7. New Business

A. Board vacancies and changes to the Constitution

1. December 2023 will be the last meeting for Board members Stacy, Kirby, and Zach.
2. The Board members in attendance discussed a potential Constitutional amendment to allow a Board of 5 members instead of 7 members, resulting in a 3-person quorum rather than a 4-person quorum. It is anticipated that the positions will be staggered so that one term ends each year, but this will be recommended with each new Board member. The Board of Supervisors will need to consider and then issue an Ordinance in order to move this forward.
3. The Board members in attendance discussed approving the changes in the Bylaws and recommending that those changes be ratified by the Board of Supervisors.
4. Laurie made a motion to approve the amendments to the existing Constitution. Stacy seconded the motion. The motion passed. Becky will now submit the redlined changes to the Board of Supervisors with a recommendation to ratify the changes and start the process to draft an Ordinance.

B. Trail signage for winter months

1. Becky will request quotes from Stoner Graphics for 5 or 6 signs.

8. Upcoming Events & Programs:

A. Community Tree Lighting, Friday, December 1st, 6-7:30 pm

- 2-3 volunteers

B. Fresh Greens Wreath Workshops, Friday, December 8th, 6:00 pm- 8:30 pm or Saturday, December 9th, 9:00 am- 11:30 am

- 1-2 volunteers to help clean-up Saturday after the workshop

C. Winter Coloring Contest

D. Breakfast with Santa, Saturday, December 16th, 8:00 am- 10:00 am

- Cooking and Registration volunteers

E. Movie Night, Friday, December 22nd, 6 pm

9. Splash pad

- ### **A.**
- The Board will try to get an installation representative to attend an upcoming meeting, as well as a representative from a community that already has a splash pad.

10. New Board member

- ### **A.**
- Laurie made a motion to approve Dr. Craig Goodmurphy for the Board vacancy for a term to end in 12-31-24. Angela seconded. The motion passed. This will now go to the Board of Supervisors for consideration.

11. Next Meeting: Monday, December 4, 2023, at 7:00 pm

- ### **12. Adjourn:**
- Stacy motioned to adjourn the meeting. Laurie seconded the motion. Meeting adjourned at 9:23 pm.

Park & Rec Board Members	Terms (Expiration):
Angela Bard Welt	12-31-27
Karen Henry	12-31-26
Stacy Dove	12-31-26
Laurie Reichert	12-31-25
Vacant	12-31-25
Kirby Reichert Jr.	12-31-23
Zach Jackson	12-31-23

Board of Supervisors' representative:
Becki Oller

Park Director:
Becky Richards, CPRP