

COLLIER TOWNSHIP PARKS & RECREATION BOARD
MINUTES OF MARCH 21, 2022 MEETING

- I. The meeting was called to order at 6:30 p.m. A quorum was present.

Roll call

Present: Mary Popeck, Sue Harford, Anna Ewing, Dr. Jeff Witman, Lori Ferguson; Josh Werner, Director/Parks & Recreation; Deb Zymroz, Commissioner

Absent: Matt Shipton, Kyle Robinson, Alicia Guarnaccio

- II. Minutes of the February 21, 2022 meeting were previously approved via email to/from the Board members.

- III. Public Comments/Acknowledgement of Guest(s):

There were no public comments.

- IV. Committee reports:

Currently, there are no active committees.

- V. Friends Report by Anna Ewing:

Bill Wenger will host an informational program on the Eastern Bluebird on April 21, 2022, from 6:00-8:00 p.m. Pre-registration is encouraged. The movie screen package has arrived. Josh will attempt to schedule a soft movie preview in early June in an attempt to address any possible problems which might otherwise occur during a public event. The preview will be limited to employees, Friends, Parks & Recreation Board members, and family members. Josh is hoping to schedule events at parks in the township other than Collier Park. Kyle Linner has drafted a vendor contract which would require each vendor to pay a \$75 fee to reserve a space for the summer concerts and other events. Other than the fees to be collected from the food vendors, no other fundraisers are currently in progress. Mary Ann Cupples-Wisniowski advised that she has encountered difficulty in reaching anyone from Collier Stone with regard to two previously ordered stones which remain outstanding. She further advised that the Char-Valley magazine included a great spread of the events scheduled to take place over the next several months.

- VI. Parks & Recreation Department Report by Josh Werner:

A. Programs/Events – The laser show held on March 19, 2022, was attended by 120 people. Younger children seemed to enjoy the event more than the mid-teen group. Volunteers are needed for the Easter Bunny Breakfast to be held on April 16, 2022, from 9:00-11:00 a.m. Any Board members interested in volunteering for this event should contact Josh. This event sold out on the first day. Currently, 70 people will be attending. There is a waiting list for 17 people. Bill Wenger will host an informational program on the Eastern Bluebird on April 21, 2022, from 6:00-8:00 p.m.

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B. Community Center Employment – Four front desk positions were filled (two retirees, one college student, one high school student); however, in all probability two front desk employees will be leaving in the near future.

VII. Old Business

Hilltop Park – Although the surfacing has been completed, the park has not yet “officially” opened even though it is currently being used. The ADA paths will hopefully be completed in early April. Public Works also needs to grade and plant grass. A grill will be installed near the pavilion. A weight restriction sign will be posted for use of the zip line. Other signs will be posted with regard to use of the equipment at this park.

Kelly Park – ADA paths at this park will hopefully be completed in early April. Public Works also needs to grade and plant grass at this park.

Collier Park Electronic Sign Area – Parks and Recreation needs to regrade the dirt and plant grass.

Webb Park/Pickleball and Tennis Courts – Josh is still attempting to obtain a quote for the line painting. The previous contractor more than doubled his original quote. Josh is also looking into the cost of resurfacing v. repairing these courts.

TJ Court – The basketball court will be resurfaced and picnic tables will be moved to this area to provide some accommodation to the spectators.

Collier Park/Upper Shelter – This shelter is not for rent. There are no bathroom facilities or electricity, and the roof has a sizable hole.

Membership Push/Discounts: Previously, there was a discussion regarding whether or not the Community Center should offer membership discounts (i.e., military, firemen, employees, etc.). Josh will compile a list of possible discounts to be taken into consideration as soon as his schedule permits.

VIII. New Business

Food Trucks for Shelter Rentals – No additional charge will be assessed to anyone renting a picnic shelter who wishes to hire food truck vendors to cater their event(s).

Tents for Shelter Rentals – No additional charge will be assessed to anyone wishing to erect tents for their event(s); however, the tent size will be limited so as not to interfere with the surrounding area(s) used by the general public.

Spreadsheet of Upgrades/Work to be Completed by Public Works – Josh has compiled a list of projects which need to be completed. This list will be updated on a monthly basis.

Grant(s) – Josh will attempt to submit a grant with regard to the playground/splash pad to be installed across from the TJ basketball court. Given the deadline of April 6, 2022, in all probability Josh will be unable to submit the necessary information to meet the deadline for this Comprehensive Plan grant. However, Heather Cuyler of Pashek + MTR strongly suggests submitting a grant as soon as possible as a “show of good faith” with regard to the projects included in the Township’s comprehensive 10-year plan. The cost of the playground/splash pad is significant (approximately \$600,000) and will require a matching amount to be paid by the Township.

Soccer/Baseball/Softball Associations – Josh has entered into discussions with each of these organizations with regard to fundraising possibilities to help defray the cost of the improvements requested by these organizations. In the past, \$7,000 was given to the baseball association with no accountability for spending. Josh is willing to set aside the \$7,000 as a contribution toward any improvements to be made at the ball fields. He is also hoping to solicit a contribution from Char-Valley School District as the high school softball team will be using Webb field for their home games. Many improvements can be made if the costs are shared.

Strollers on Indoor Track – Strollers are prohibited on the indoor track; however, wheelchairs are permitted. As an alternative, members will be encouraged to use the gym as there are periods of unused time which would afford a safer indoor walking alternative.

IX. Board Member Comments

Deb Zymroz expressed concerns over the lack of preparedness at the Community Center as an emergency/warming center. Safety measures need to be put in place, and the staff needs to be educated (i.e., CPR training, location/operation of the back-up generator, etc.). Also, the Community Center is in need of a wheelchair, stretcher, and cots/blankets.

X. There being no further business, the meeting adjourned at 7:37 p.m.

XI. The next meeting of the Board will take place at the Community Center on April 18, 2022, at 6:30 p.m.