

**COLLIER TOWNSHIP PARKS & RECREATION BOARD
MINUTES OF JULY 19, 2021 MEETING**

- I. The meeting was called to order at 6:37 p.m. A quorum was present.

Roll call

Present: Mary Popeck, Sue Harford, Matt Shipton, Dr. Jeff Witman, Anna Ewing; Josh Werner, Director/Parks & Recreation; Dan Styche/Commissioner; Kyle Thauvette/Township Manager

Absent: Eric Ives, Alicia Guarnaccio

- II. Minutes of the June 21, 2021 meeting were previously approved via email to/from the Board members.

- III. Public Comment/Acknowledgement of Guest:

Heather Cuyler/Pashek+MTR gave a brief presentation regarding an overview of the Collier Township Comprehensive Recreation, Parks and Open Space Plan. Matt Shipton inquired about the possibility of having bleachers installed on the outside parameter of the outdoor basketball court. Heather was to take photos of this area to present to another department in Pashek for their input. It was Heather's honor to present Dr. Jeff Whitman with a PRPS award plaque.

In recognition of National Parks and Recreation Professional Day which was Friday, July 16, 2021, Kyle Thauvette extended his thanks and appreciation for all the hard work of Heather Cuyler, the Steering Committee, Josh Werner, and members of Friends and the Parks and Recreation Board. Additionally, he advised of the need for updated signage at the Township parks and line painting for parking spaces. Progress for the new Grist House Craft Brewery is moving slowly. The owners obtained a demolition permit, and the Township is waiting for their written plans. Grist House has purchased all of the buildings on the property located opposite of the Community Center. Their future plans may include the addition of a coffee house and restaurant.

- IV. Committee reports: Presently, there are no established committees.

- V. Friends Report by Dan Styche: The three remaining raffle baskets (Pirates, Penguins and Dog-themed) will be on display at the Community Center in the near future, where tickets will be available for purchase from a full-time staff member. An additional basket, which includes a number of miscellaneous items, will be available at Collierfest. Friends will contribute ¼ of the cost of the electronic sign to be installed at Collier Park and will also make a significant contribution toward the cost of construction of the restroom facility to be located near Molly's Dog Park as well as the

cost of running a water line to that park. Kyle Thauvette advised that the grant was denied, but he is looking into other sources of funding.

VI. Parks & Recreation Department Report by Josh Werner:

A. Programs – Currently, there is a waiting list for every summer camp. A Little Veterinarian Summer Camp will be held in the near future for children ages 6-12 at a cost of \$250 for members. To date, five children have registered. P&R will receive 30% of the proceeds from this program. A number of one-day programs are being considered, with a goal of offering at least one per month. Josh is working on an “open gym time” schedule to keep at least half of the gym open to the members.

B. Front Desk – Josh held a meeting with his staff. A dress code will begin on August 1. All employees will wear a shirt which identifies them as a staff member.

C. Concerts – Approximately 400 people attended the concert on July 18. Grist House sold out of beer and Rennerdale Corner Store sold out of pizza and hoagies. The Township did not receive a percentage of the profits from either vendor. A discussion ensued regarding a future arrangement with vendors at community events to establish a share of the profits between the vendors and the Township. Friends will consider selling 50/50 tickets at the remaining concerts.

D. Advertisement -- Josh Werner has been using social media and email blasts to advertise all programs/activities/events sponsored by the P&R Department. Constant Contact, an online marketing company, tracks the response rate.

E. Pickleball – There is no definite date for installation of the gate at the pickleball courts located in Collier Park. The poles and fencing have been installed at Webb Park.

F. Canva – This is the program widely used by the Township to create simple graphics for social media posts, to add some designing techniques to projects or presentations, and for other similar uses.

VII. Old Business

Parks and Recreation Board Members: Two new members have been appointed to the Board – Alicia Guarnaccio, who has been a physical education teacher in the Char-Valley School District for the past 18 years; and Jeff Witman, who has an extensive background in Therapeutic Recreation and is a Certified Therapeutic Recreation Specialist (CTRS). Other candidates are being considered for the remaining two alternate positions. Josh will send the information that he has on other candidates to the board for review.

Dogs in the Park: The owners of the two dogs in attendance at the concert were notified of the Township ordinance prohibiting dogs in the park. A notice of the prohibition was included in the updated flyer advertising the concerts. Josh would also

like to place new signs which specifically reference the ordinance number prohibiting dogs in the parks.

Collierfest: Bike Night will be held on Friday, September 24, from 5:00 to 9:00 p.m. Six Gun Sally (a Southern/Classic Rock band) will perform from 6:30 to 8:30 p.m. Collierfest will take place the following day from 4:00 to 9:00 p.m. or until the fireworks display ends. A DJ/MC will begin the musical portion of Collierfest followed by a performance by The Timothy Earl Band. Josh will need volunteers for the Collierfest, including the solicitation of sponsorship vendors. The deadline for obtaining those sponsorships will be the end of August/beginning of September. He will also need volunteers to become RAMP certified by the State in order to pour beer or man (politically incorrect) a booth at Collierfest. (Note: Information regarding that certification can be found at lcb.pa.gov/education/RAMP.) The Township will reimburse volunteers for the cost of their certification. It was suggested that the owners of Grist House be contacted to see if they would consider becoming a gold level sponsor of Collierfest.

Community Center Membership: Josh is looking into different ways to increase membership at the Community Center. A "Black Friday" offer was available in the past, but since it was not well advertised, the response rate was low.

Outsider Fees: Consideration is being given to assessing a fee for non-residential use of the Township facilities/fields. No fee is currently charged for soccer, flag football or footsol (indoor soccer) with the understanding that the teams are comprised of Township residents and/or students who attend the Char-Valley schools.

Hilltop Park: Signage will be placed at this park warning that the fitness equipment is for adult use only.

Park Visits: A tour of the parks by any interested Board members will be scheduled by Josh. Some consideration is being given to a special needs playground and a Bankshot court.

VIII. New Business

Additional Building at Collier Park: Dan Styche advised that an additional building will be constructed at Collier Park which will accommodate both indoor and outdoor activities. It is estimated that this project will cost approximately five million dollars.

Gaming License: Dan Styche will look into acquiring a gaming license for use with Township-sponsored events.

IX. Board Member Comments

Mary Popeck expressed a continual interest by several of the Board members in visiting each of the township parks. A tour of the parks will be scheduled by Josh for all

interested board members as soon as his schedule permits. Mary also suggested that there may be some interest in outdoor theater performances for upcoming events. She also inquired if the Board will be able to review the proposed P&R budget for 2022, similar to what has been done at the August Board meetings in the past.

- X. There being no further business, the meeting adjourned at 8:13 p.m.
- XI. The next meeting of the Board will take place at the Community Center on August 16, 2021, at 6:30 p.m.