

**COLLIER TOWNSHIP PARKS & RECREATION BOARD
MINUTES OF OCTOBER 18, 2021 MEETING**

- I. The meeting was called to order at 6:28 p.m. A quorum was present.

Roll call

Present: Mary Popeck, Sue Harford, Anna Ewing, Matt Shipton, Dr. Jeff Witman, Alicia Guarnaccio; Josh Werner, Director/Parks & Recreation

- II. Minutes of the September 20, 2021 meeting were previously approved via email to/from the Board members.
- III. Public Comment/Acknowledgement of Guest:

Dan Styche/Township Commissioner – The stockyard does not have a sewer or water line. The cost to add additional parking and a roadway leading to the Panhandle Trail would be a \$500,000 project. The cost to add a public restroom and waterline to the dog park would be a \$150,000 project. The budget for next year includes the installation of five sets of bleachers to be placed in various parks, including the TJ basketball court, which is also in need of resurfacing. The 2022 Budget has not yet been approved. This year the Township projected a \$91,000 revenue. As of this date, the projected revenue was exceeded by \$19,000, for a total of \$110,000.

- IV. Committee reports:

Collierfest Report by Josh Werner – This year’s Collierfest was very successful, making over \$8,000. A payment of \$2,300 was made to the games vendor. However, the overall profit this year was greater than the costs. Feedback from the Board members as to what improvements could be made for next year’s Collierfest included better signage, better lighting for some of the games (particularly during Bike Night), clarification as to the vendor tickets being sold/distributed, a revised plan as to the bracelets/tickets which were purchased for the games and other activities (possibly paying cash to play a game), and a greater need for more volunteers. (Char-Valley National Honor Society and Sheetz each provided only two volunteers.)

- V. Friends Report by Dan Styche:

There was a groundbreaking ceremony on October 1, 2021, as to the placement of the electronic sign. At that time, Dan/Friends presented to Kyle Thauvette a \$10,000 donation toward the \$42,000 cost of the sign. The State contributed \$22,000, and the Township contributed \$10,000.

Friends is holding a fundraiser at the Alpine Club on October 20, 2021. This event has sold out, and Friends will realize a profit of approximately \$1,000.

VI. Parks & Recreation Department Report by Josh Werner:

A. Programs – Josh is continuing his efforts to make use of the Community Center. Presently, the following programs are offered:

- Flag Football (36 kids registered)
- Collier Kids Club (4 kids registered)
- Little Med School (3 kids registered)
- TJA Golf (10 kids registered for this indoor instruction)
- Youth Cooking Class (6 kids registered)
- Christmas Cookie Decorating (6 kids registered)
- Ghouls and Goblins (23 kids registered)
- Yoga (9 kids registered)
- Babysitting (12 kids registered)
- Jump Bunch, team-building skills (4 kids registered)

As for Pickleball, no one signed up the opening day of registration. Even though the fee breaks down to \$1 per hour, players thought the fee was too high. Four courts are available for play on Monday, Wednesday and Friday from 7:00-10:00 a.m.

A Salute to Veterans Brunch will take place on November 10. Josh is hoping for a good response and would appreciate help in spreading the word of this event.

Light-Up Night will take place on December 3 from 6:00-8:00 p.m. This year's theme will be a "Christmas Around the World." The events will include a visit by Santa and the distribution of gift bags to the kids. Josh is also hoping to have a choir. A clarification will be needed as to a fireworks display.

B. Front Desk – Josh continues to assemble an employee handbook so the front desk employees have a current source of information to reference. There is still a need for one more front desk employee (\$9 per hour) and a part-time custodian (\$11 per hour). Josh is hoping to hire a secretary to work five days per week instead of having part-time people at the front desk. That position would provide more continuity and would assist Josh and Rob, who currently have to handle many secretarial-type duties/responsibilities.

C. Advertisement – Josh continues to use community magazines, social media and flyers to promote the activities offered/sponsored by the Parks & Recreation Department.

D. Projects – Josh had a preliminary meeting with the electrician regarding installation of the electronic sign. It has not yet been decided if Kyle Thauvette or Josh will input the messaging on the sign.

E. Concerts – Josh plans to schedule concerts for consecutive Sundays during the summer months of 2022.

F. Membership – Membership numbers are currently down. Josh is looking for additional ways to increase the memberships.

G. 2022 Budget – Included in the proposed 2022 budget is an inflatable movie screen, which includes a projector, sound system, and fan to inflate the portable movie screen. The cost of this movie screen is \$13,000 to \$14,000. Improvements at the Webb Park Pavilion would include a general cleanup, replacement of some of the picnic tables and the grill, installation of lights, and the addition of concrete cornhole boards. The estimated cost of the cornhole project would be \$2,500. Also included in the proposed budget is the replacement of two computers and funds to cover the cost of landscaping. Fundraising to cover some of the costs of these projects would include the solicitation of sponsorships for the summer concerts. Additional projects include replacement of the park signs, which would also allow for the solicitation of sponsorships; improvements at Presto Park, which would include additional parking and a clean-up of the nearby yards; and the need for a full basketball court. Josh is also exploring the possibility of leasing Peloton-type bikes in lieu of having a personal trainer, which would provide video classes for individual or groups to use at their leisure. None of the large gyms in the area currently offer such a program.

VII. Old Business

A. New Board member and alternate Board members – Of the three candidates who originally expressed an interest in a Board position, only two have continued to express an interest. Josh and Mary will meet with prospective candidates in the near future, then report to the Board with their recommendations.

B. Hilltop Park – Improvements are in progress. There was some concern by area residents that the playground was being removed. A flyer will be posted to clarify that the park is indeed not closing.

VIII. New Business

There was no new business.

IX. Board Member Comments

Josh mentioned that South Fayette is currently constructing a three-story community/library building and a new municipal building.

Jeff Witman mentioned that the Easter Seal Society would be a good source with regard to additional programming and camps.

Alicia suggested that various school groups/clubs and local organizations be contacted to see if they would have any interest in sponsoring a booth at Collierfest 2022.

Sue Harford suggested starting Collierfest earlier in the afternoon; but if this were to be considered, additional volunteers would be needed if the hours were extended.

X. There being no further business, the meeting adjourned at 7:38 p.m.

XI. The next meeting of the Board will take place at the Community Center on November 15, 2021, at 6:30 p.m.