

**COLLIER TOWNSHIP PARKS & RECREATION BOARD
MINUTES OF JANUARY 17, 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, Matt Shipton, Kyle Robinson; Josh Werner, Director/Parks & Recreation

Absent: Alicia Guarnaccio

- II. Minutes of the November 15, 2021 meeting were previously approved via email to/from the Board members.

- III. Comments/Acknowledgement of Guest:

Josh advised that Kyle Thauvette has resigned as township manager, vacating this position to become assistant township manager for Peters Township. He also advised of the passing of Commissioner Dan Styche on January 13, 2022. Commissioner Deb Zymroz will now oversee the Parks and Recreation Department.

- IV. Committee reports:

Currently, there are no active committees.

- V. Friends Report by Anna Ewing:

Friends is considering a number of fundraisers for 2022. They are currently looking into sponsoring a Mother's Day flower sale. Other possibilities include a dog calendar sale for 2023, a 5K race, a chili cook-off, another Alpine Club dinner, and the sale of 50/50 tickets at the Concerts in the Park. It has not yet been decided if Friends will assume responsibility for scheduling the food trucks at the Concerts in the Park. If so, Friends would receive any donations/fees from these vendors. As another fundraising opportunity, Anna inquired about the possibility of Friends setting up a concession stand at any of the Community Center events. Josh advised that any Saturday during basketball season would be a great opportunity as more than 1,000 people come/go throughout the day. Friends is also considering a bingo to raise money for military service dogs and possibly a fundraiser to support cancer research.

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

A. Programs/Events – Josh plans to hold some pop-up events at the Community Center, the first of which will be a Valentine's Ice Cream Social on February 6. Bruster's will supply the ice cream. Participants will also be able to design Valentine's Day cards. A breakfast with the Easter Bunny is planned for April 16. That event will include an egg hunt and possibly some other activities. This year some additional classes/summer camps will be offered through the Easterseals organization.

B. Community Center Employment -- Still ongoing is Josh's struggle to fill open positions at the Community Center. Part of the problem in finding/keeping employees is the pay scale. Josh will arrange a meeting with Commissioner Deb Zymroz and any interested Board members to voice our concerns and discuss a resolution of this ongoing problem. He will also contact surrounding communities/area businesses regarding their current rates of pay for similar positions. Josh would like to hire a part-time secretary (\$16/hour for 28 hours per week), a custodian (\$12/hour instead of the current rate of \$11/hour), another custodian (15 hours/week with a very flexible work schedule), an intern to oversee the summer camps (\$11/hour instead of the current rate of \$9/hour), and additional front desk help. Currently, the rate of pay for front desk help is \$9/hour. Josh would like to make this pay rate a sliding scale based on experience.

C. Projects – The work at Hilltop Park will probably not be completed until the spring since consecutive days of 50° weather are needed to pour the surface. A grill will also be installed at this park by the pavilion. The new play structure at Kelly Park has been completed. The old play structure from Kelly Park was moved to Presto Park. Additional upgrades are planned for Presto Park. The pavilion at Webb Park will be upgraded and cement corn-hole boards will be installed. Installation of the sign at Collier Park has been completed and is now operational. (As an aside, due to the time it takes to input the messaging, Josh is hoping to give this responsibility to the Community Center secretary, if approved for hiring. This will enable him to devote his time to more pertinent matters.)

VII. Old Business

A. Budget – Josh advised that the 2022 budget includes the installation of bleachers and a pad at the TJ basketball court. Matt suggested contacting the sponsor for a contribution to have lights installed. The 2022 budget also includes the purchase of an outdoor movie screen (\$14,000) for movies in the park. Josh is hoping to obtain a \$1,500 donation from either Friends or some other organization/business which will enable him to take advantage of a recent offer for a deluxe movie screen package instead of the \$14,000 package. Recognition will be given to the donator(s) of the \$1,500 via a banner or some other type of public announcement throughout the movies in the park season. Prior to pursuing other avenues, Josh will discuss this donation with Friends.

B. Pickleball – On the recommendation of an expert, in lieu of additional full lines on the courts, dashes will be painted on the floor to section off the boundaries of the pickleball courts.

VIII. New Business

A. Officers – There being no other nominations, the current Board will continue as is with Mary Popeck/President, Sue Harford/Vice President, and Anna Ewing/Secretary.

B. Concerts in the Park – This year will include eight consecutive weeks of concerts, which will begin on July 10 and end on August 28, 2022. The possibility of the Board

selling beer at the concerts was discussed; however, after further consideration, the Board decided against it.

IX. Board Member Comments

Mary inquired about the current status of the comprehensive plan. Josh is hoping to meet with Kyle Thauvette prior to his departure to discuss finalization of the plan.

Matt inquired about the use of the Webb Park softball field by the Char-Valley high school softball team. A contract has not yet been signed. Any proceeds realized from this contract will be used for field maintenance.

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 February 21, 2022, at 6:30 p.m.