

**WEST GOSHEN TOWNSHIP
PARKS AND RECREATION BOARD MEETING
February 17, 1999**

Attending: Les Bair, Kathy McDevitt, Michael Pillagalli, Jennifer Grey-Rice, Ed Smith and Joe Waters

Township Representatives: Kathy Hahn, Ken Lehr, Al Roth and Kent Wise

Friends of the Park: Bob Cifone and Peggy Niemeyer

Meeting called to Order: 7:05 PM by Chairman Joe Waters

After a review of the minutes submitted for the January 20, 1999 meeting, a motion was made by Les Bair to accept the minutes as submitted. The motion was second by Jennifer Grey-Rice and passed.

The Financial Report dated January 31, 1999 was reviewed. Joe Waters stated that he liked the format and the breakdown of the categories on the Financial Report. Ken Lehr reported that a copy of the *final* 1998 Financial Report was also included with the January 1999 information package. There were no other questions or comments pertaining to the Financial Report.

Parks: Kent Wise reported that the crews have completed installing the new drain/overflow pipe at the pond on Box Elder Drive. Additional work will be required in the spring to complete covering up the trench area. At Barker Park, work on re-decking the second walking bridge has been completed and plans are underway to install a handi-cap walkway to the rest room facility. Kent Wise informed that the crews have started work on replacing the retaining wall surrounding the baseball field at Coopersmith Park. The new Directional Signs for the Township Parks have been installed. The new Bulletin Board sign for the Community Park has been ordered for delivery in 3 weeks. The West Goshen Township emblem will be super-imposed on the back of the sign. Joe Waters and Kent Wise have decided on a location for the Bulletin Board sign that will be visible from the walking trail, amphitheater and tot lot. At this time there are no plans to install a light for the new sign. Kent Wise distributed copies of an estimate from El Mark Graphics for a new 4 foot by 8 foot sign that would be installed at the Community Park. The estimate contained 2 options. **Option 1** included providing TWO (2) 48" high by 97" wide single faced (one sided) signs that would be incorporated with the existing pillars on the Community Park sign at the corner of Fern Hill Road and 5 Points Road. The TWO (2) additional pillars required for option 1 would be constructed to match the existing pillars. The cost for option 1 is \$8520.00 (\$4970.00 for the signs and \$3550.00 for the pillars) plus installation costs of \$50.00 per hour. The Electric source required to light these signs is already available at this location. **Option 2** included providing ONE (1) 48" high by 97" wide double faced (two sided) sign that would be located down from the intersection of Fern Hill and 5 Points Road. The cost for option 2 is \$4495.00 plus installation costs of \$50.00 per hour. Kathy McDevitt expressed concern that the proposed sign(s) would take away from the natural setting of the Community Park. Joe Waters asked if the cost of the proposed sign would require the Township to go to bid on this item. Kent Wise informed that the Township would not have to obtain bids for the proposed sign as long as the cost did not exceed \$10,000.00. Joe Waters informed that the Township has given approval to use funds from the Restricted Park Capital Account to cover the cost of the new sign. The Township would need to take action on the new sign quickly in order to have the sign installed by the end of March. Ken Lehr asked if there would be an independent shut-off for the lights in the new sign. Kent Wise stated that the lights in the existing sign are on a timer. Joe Waters made a motion to proceed with **Option 1** that would include purchasing TWO (2) single faced signs that would be incorporated with the pillars on the existing Community Park sign. The motion was second by Kathy McDevitt and passed unanimously. Joe Waters asked Kent Wise for his opinion on the request to have the Township install a portable toilet at the Community Park during the winter months when the bathrooms are shut down. Kent Wise indicated he did not have any issue with installing a portable toilet as long as the vendor supplying the portable toilet cleans the facility once a week. The cost of a portable toilet is estimated to be \$100.00 per month. Les

Bair questioned as to whether installing a portable toilet during the winter months was really necessary. Jennifer Grey-Rice expressed concern as to whether the facility would be cleaned in a timely manner and for the potential for vandalism. Kathy McDevitt recommended that the Park Board table this item until next season indicating the funding for this service would have to be added to next year's budget.

Recreation: Al Roth distributed a copy of the letter that was sent out recently to all returning summer camp program employees. The program is scheduled to run from June 21st through August 13th. Registration for the summer camp program is scheduled for May 15th and May 22nd. Parent orientation is tentatively scheduled for mid April. Al Roth expressed concern over the availability of parking at the Township Building for summer camp registration. Members of the Park Board indicated that Sharon Lynn was in favor of holding summer camp registration at the Township Building in light of the parking situation. At this time, applications have been received from 7 new summer employee candidates. Interviews will be conducted in the March time frame to fill all remaining vacancies. Al Roth indicated that there would be 5 to 6 openings to fill for this year's program. Al Roth will work with Kathy Hahn to develop a flier for the summer camp program that will be included with the April Township newsletter. Al Roth stated he is expecting another big year in attendance for the summer camp program and asked the position of the members of the Park Board on the current fee structure (\$90.00 for residents and \$160.00 for non-residents). Joe Waters indicated that the goal of the Township is to cover 1/2 of the cost of the summer camp program through fees. Joe Waters recommended tabling the issue of 1999 summer camp fees until the March Park and Recreation Board meeting. Joe Waters asked Al Roth to bring the 1998 figures to the March meeting for review. Al Roth reported he is working with Ken Lehr to identify ways to improve the summer camp program. At this time there appears to be an increase in the number of families migrating to the West Goshen Township summer camp program from the West Chester program. Al Roth spoke with Kelly Cifone about including a notice for a \$5.00 membership to the Friends of the Park in the Summer Camp Registration package. Les Bair asked about the salary structures for the summer camp employees. At this time there are 7 steps/levels for the councilors that represent a reasonable potential for salary advancement. Joe Waters asked if Al Roth had a problem with the increase in the number of junior councilor applicants. This tactic is used to enroll a child in the summer camp program and avoid paying the registrations fees. Al Roth indicated there were too many junior councilors last summer at Barker Park. Joe Waters asked the Park Board to establish a limit on the number of junior councilors. The limit would be based on the number of children registered for the summer camp program. Finally, Al Roth received a letter from Fern Hill school requesting another picture to be used in the school raffle this year.

Friends of the Park: Les Bair reported that the Friends currently have a balance of \$5701.42 in their account. Peggy Niemeyer informed that the next meeting of the Friends of the Park will be on Wednesday, March 3rd. The Friends are looking for volunteers for the Easter Egg Hunt. Kathy McDevitt indicated that there is a need for at least 10 volunteers for the MS Mother's Day Run. The Friends are planning to have a membership table staffed for this event. Finally, the Friends are starting to work on the fliers that will be going out to the crafters for this year's Community Day event.

Old Business: Jennifer Grey-Rice reported that plans are underway for this year's Easter Egg Hunt. The Easter Egg Hunt is scheduled for 10:30 AM on Saturday, March 27th with a rain date on Saturday, April 3rd. Jennifer Grey-Rice indicated the Easter Egg Hunt sub-committee is still looking for the "golden" egg that contained the grand prize for the 1998 Easter Egg hunt. Kathy McDevitt indicated she may still have the "golden" egg from the 1997 Easter Egg Hunt. Ken Lehr indicated he was able to acquire a possible replacement in the event a "golden" egg from a prior year's event can not be located.

Ed Smith reported that he attended a meeting with Sharon Lynn, Ken Lehr, Joe Waters and John Leary to discuss the operation of the Concession Stand for 1999. John Leary has agreed to turn over 15% of the total revenues from the Concession Stand as requested by the Park Board to the Friends of the Park. Ken Lehr informed John Leary that he would need to continue to work with the Township and limit his sale of sodas and pretzels at the events the Friends of the Park are selling these items as part of their fund raising efforts. Ken Lehr also informed John Leary that there would be several events in the Summer

Music series where concessionaires would supply food selections for the concerts in the theme of the concert. John Leary indicated he was willing to continue working with the Township on these issues. Joe Waters informed John Leary that the members of the Park Board were concerned over the amount of revenues generated from the Concession Stand and the Food Truck for the 1998 calendar year. John Leary indicated that the revenues for the Concession Stand were impacted by the fact that the facility was not in operation until after the Little League season was over. Additionally, John Leary indicated that many people are not comfortable purchasing food from a vending truck. John Leary expects business volume/revenue to increase in 1999 since the Concession Stand will be operational in early April for the start of the Little League season. John Leary also believes that additional advertising and/or signs for the Concession Stand at the Community Park will help increase business volumes. John Leary indicated he is looking to get into the Concession Stand in early April to begin preparation for the 1999 season. Ken Lehr will draft a new ONE year contract for operation of the Concession Stand and send it to John Leary for his approval.

Ed Smith reported that the VFW Bike Safety program has been tentatively scheduled for Saturday, May 8th from 1:00 PM to 3:00 PM. In order to limit the amount of traffic in the areas where the Bike Safety program is taking place, no "T" Ball games will be scheduled between the hours of 12:30 PM and 2:30 PM. Additionally, the Township will notify the area Little Leagues about the Bike Safety program and give them the option to reschedule their games as they see fit.

Ken Lehr reported that he has received payment from 20 Township residents for the bus trip to Baltimore Harbor scheduled for Sunday, June 6th. The cost of the trip is \$30.00 per person and participation is currently limited to Township residents. The Township has purchased 138 tickets for the Phillies, Orioles game and reserved the use of 3 buses. Ken Lehr indicated the Township has a plan to open up participation to non-residents if there are tickets still available by the end of April. Joe Waters asked if the Baltimore Harbor trip and the upcoming Easter Egg Hunt could be advertised on the existing sign at the Township Building. Kathy McDevitt suggested including a sign-up for the Baltimore Harbor trip with the March Township newsletter.

Ken Lehr reported there are no updates on the Summer Music series. At this time, there remains an open date on Sunday, July 13th. The Children's Concert is scheduled for Sunday, June 13th.

Kathy McDevitt reporting on the MS Mother's Day Run informed that all of the sponsors from last year are coming through again for this year's event. Kathy McDevitt read a letter received from the National Multiple Sclerosis Society that expressed thanks to everyone that supported the 1998 MS Mother's Day Run. A financial sheet that accompanied the letter indicated that the total dollars raised by the participants for the 1998 event was \$1,525.00.

Kathy McDevitt reported she plans to meet with Ken Lehr to review the planning and follow-up from last year's Community Day activities. Planning for the 1999 Community Day event are still in the early stages.

New Business:

Ken Lehr reported that at this time, he has not received any request for the use of the Community Park for a Memorial Day Commemoration. Joe Waters indicated the Township should be open to any proposal for the use of the park for a Memorial Day function.

Township resident Helen Root reported that there is no change in the problem with un-leashed dogs at the Community Park. Members of the Park Board suggested that the license number of any offender should be reported to the Township. Additionally, the idea of having an undercover officer issue citations to anyone letting their dogs run loose within the Township Parks was discussed. Joe Waters offered to discuss this option with Police Chief Carrol. Kathy Hahn informed that a reminder about the leash and clean-up rules in effect at the Township Parks will be included in the next Township newsletter. Michael Pillagalli suggested placing an article in the Township newsletter that would indicate the Park and

Recreation Board is looking into the possibility of making a recommendation to the Board of Supervisors that would prohibit dogs from being allowed in the Township Parks. Jennifer Grey-Rice suggested posting signs displaying the amount of the fine for people caught letting their dogs run un-leashed and/or not cleaning up after their dog. Finally, both Peggy Niemeyer and Kathy McDevitt suggested having Township residents write a "letter to editor" to the Daily Local News about the problem with un-leashed dogs at the Township parks.

The meeting was adjourned at 8:40 p.m. The next meeting is scheduled for March 17th.

Respectfully Submitted,

Ed Smith