MAIDENCREEK TOWNSHIP
PARK AND RECREATION BOARD MEETING
Regular Meeting September 3, 2010

Attending: Hether Quillman, Chairperson; David Anspach; Robert Ramsey; Brian Felker; Diane Hollenbach, Township Manager; Mark Kitzmiller, Engineer- S.D.E.; Kim Rossetti- Recording Secretary

Guests: Elaine Bartholomew, Maiden Creek Watershed Association; Tim Mills

Hether Quillman called the meeting to order at 7:03 PM.

APPROVAL OF PRIOR MEETING MINUTES:

Brian Felker made a motion to amend the August 5, 2010 Regular Meeting minutes concerning Park Policy & Park Signs, seconded by Robert Ramsey.

The August 5, 2010 minutes proposed amendment will read as follows (proposed changes highlighted):

Park Policy & Park Signs
The Board reviewed an e-mail from Northern Berks Patrolman Wood. Patrolman Wood is requesting adding the codification to aid in the enforcement of violations. Mrs. Hollenbach also provided a price of $265 per sign from EJ Breneman. The Board reviewed the draft sign designs and discussed the additional recommendations and change in wording, from the Board of Supervisors. The Board unanimously agreed that wording on Township park signs should only reflect what is listed in the current Township ***Code*** concerning Park and Recreation and Open Space. The Board also recommended the signs be green with white reflective writing.

Hearing no questions, all voted, the motion passed. The minutes were approved, as amended.

MANAGER/TREASURER'S REPORT:

The Board reviewed the Manager/Treasurer's report. Robert Ramsey questioned the increased costs for sanitation compared to the budgeted amount. Mrs. Hollenbach stated that additional portable toilets were needed this year. An additional toilet was added in Community Park and one was placed at the Ontelaunee Heights field.

Diane Hollenbach advised the Board that a payment of $29,916.31 was made to B&R Construction for the installation of the water and sewer lines in Community Park. The remainder will be paid after the Township Engineer's final inspection. Mr. Ramsey stated that he thought the swale area between the shed and pavilion appeared to be a little more 'filled in' after the construction and worried about water issues. Mr. Kitzmiller said he would look into that.

Mrs. Hollenbach stated that in August, Little Tikes sent a photographer to the Cornerstone Tot Lot. Members of the Park and Recreation Board and their families were photographed on the equipment. Photographs of the park equipment will be in the 2011 Little Tikes catalog.

Motion:
David Anspach made a motion to approve the Manager/Treasurer's report, seconded by Robert Ramsey. Hearing no questions, all voted in favor. The motion passed unanimously.

ENGINEER'S REPORT:

Maidencreek Community Park

Mark Kitzmiller- SDE, presented the Board with a revised plan showing the tennis courts, band shell and additional parking area. The Board agreed that this new plan optimized the space in the upper field and addresses the community request for additional recreation facilities. The Board requested tennis court area be set up in such a way that it could be used for tennis, volleyball and hockey. Mr. Kitzmiller stated that it could be built as a multi-purpose area as long as the nets were removable.

The same plan showed the bathroom near the location requested by the Board of Supervisors. Mr. Kitzmiller stated that he would not place the building where the current shed is located because of construction and safety concerns. In placing the building, he avoided the gas and electric lines, large tree roots and made sure the exit doors would not be in close proximity of the creek/creek bank. The plan shows full macadam access for the doors and is close to the existing parking area. The Board discussed taking the last parking space, closest to the bathroom entrance, and turning it into a fenced-in dumpster area. The Board agreed this would make the entranceway safer and address the increasing trash issue.

The Board reviewed the Romtec quote and agreed it fit the construction requirements for concrete block and steel roofing. The quote includes all fixtures. The Board also discussed adding security lighting and cameras to deter vandalism.

Mrs. Hollenbach advised the Board that the work for the concrete pad will have to go to bid. The bathroom structure can be purchased on State Contract and it a site-built kit. Mr. Kitzmiller stated that the building would have to be purchased to receive the foundation specifications. The foundation specifications are needed prior to bidding out the concrete foundation work. In the meantime, Mr. Kitzmiller will look into negotiating the price with Romtec

Motion:

David Anspach made a motion to recommend the Board of Supervisors approve the Community Park Bathroom Project, approve the purchase of the Sierra III Multi-user restroom with 10' concession & storage rooms building kit package, as outlined in the Romtec quote, and approve the bidding process for the concrete foundation once the specifications have been received by Romtec, seconded by Robert Ramsey. Hearing no questions, all voted in favor. The motion passed unanimously.

Maiden Creek Watershed Association

Elaine Bartholomew, President of Maidencreek Water Shed Association advised the Board that they Association is in the process of installing a rain garden and rain barrel outside of the Township Building. The MCWA will be preparing a Power Point presentation for homeowners so they can learn about rain barrels and rain gardens. The Association would like the Park and Recreation Board's help in contacting homeowners and organizing the workshop. Mrs. Bartholomew stated that the rain garden project will be funded by a DEP Education grant, and the workshop will need to occur in mid-late October. Mrs. Bartholomew presented the Board with copies of the information that will be handed out at the workshop. The Board discussed various ways to notify township residents but was unsure what could be done on short notice. The Board asked if the workshop could be held in the spring but Mrs. Bartholomew did not think the grant could be extended.

Willow Creek Project
Mrs. Hollenbach asked the Board how they wanted to proceed with the project. The Board agreed that a survey is needed to identify residents' property vs. township open space and the lines should be clearly marked. The Fish and Boat Commission recommended the project should be done in 100' increments. The Board agreed a grass trail would be the most economical. One mower width is 6' and the board discussed staggering the mowing widths to make the pathway more manageable.

The Board also favored installing information signs along the path to turn the area into both an educational and environmental area.

Mrs. Hollenbach recommended putting articles in the township newsletters advising residents of the project and looking for volunteers. Members of the Fish and Boat Commission, Trout's Unlimited, The Maiden Creek Watershed Association and the Berks County Conservancy have all agreed to assist with this project. The Board will need to find volunteers to help plant native plants, pull invasive plants, and build bat boxes and birdhouses.

PUBLIC COMMENTS:
None.

OLD BUSINESS:
None.

NEW BUSINESS:
Cornerstone Drive: purchase mulch and swing mats
Mrs. Hollenbach presented the Board with an estimate from General Recreation for 24 cubic yards of playground mulch. The additional mulch is needed to bring the mulch level up to the rims.

Motion:
David Anspach made a motion to purchase 24 cubic yards of playground mulch from General Recreation at a cost not to exceed $359.04, seconded by Robert Ramsey. Hearing no questions, all voted in favor. The motion passed unanimously.

Mrs. Hollenbach presented the Board with an estimate from Boyce Associates for foam mats to be installed underneath the swings to reduce the grooves caused by dragging feet. The mats were recommended by Little Tikes.

Motion:
David Anspach made a motion to recommend the Board of Supervisors approve the purchase of 2 "WoodCarpet" foam mats, 2 anchor kits and anchor rod kit from Boyce Associates at a cost not to exceed $671.00 plus shipping, seconded by Robert Ramsey. Hearing no questions, all voted in favor. The motion passed unanimously.

Community Park: purchase playground tile glue
Mrs. Hollenbach advised the Board that several tiles are loose at the Community Park and Wyatt Drive tot lots. The Road Crew has tried numerous adhesives in the past but nothing has worked. The company that supplies the playground tiles sells this adhesive. Mrs. Hollenbach presented the Board with an estimate from Boyce Associates for Rubberweld, adhesive tubes and manual gun.

Motion:
David Anspach made a motion to purchase 1 Rubberweld, 6 adhesive tubes for tile to perimeter and 1 manual gun from Boyce Associates at a cost not to exceed $379.50, seconded by Robert Ramsey. Hearing no questions, all voted in favor. The motion passed unanimously.

Fireworks
The Board reviewed a press release concerning Fireworks Productions, Inc. The Board discussed the press release and agreed not to hire Fireworks Productions, Inc. for any further events. The press release was dropped off at the Township Building by another firework vendor who was soliciting his business.

2011 Budget
The Board reviewed the proposed 2011 Budget. The Board thanked Mrs. Hollenbach for her work on the budget. The Board discussed the shared purchase of a skid loader. This is being considered because the road crew has had to rent one for several projects, and it would be more cost effective to purchase one.

EVENTS:

Community Day/Car Show Wrap Up
The Board had a lengthily discussion concerning the Car Show and Community Day events. The Board discussed not including a car show for the 2011 year and to put all of the planning effort into the Community Day event. The Board has tentatively scheduled the 2011 Maidencreek Community Day event for Saturday, June 4th with a rain date of Sunday, June 5th.

ADJOURNMENT

Having no further business, David Anspach made a motion to adjourn the meeting, seconded by Robert Ramsey. All voted in favor. The motion passed unanimously.

The meeting adjourned at 8:57 PM.
The next meeting will be on Thursday, November 4, 2010, 7:00pm.

Respectfully Submitted,

Kimberly Rossetti
Recording Secretary

Diane E. Hollenbach
Township Manager/Secretary

cc: Park & Recreation Board
Board of Supervisors
Mark Kitzmiller, Systems Design Engineering, Inc.
Planning Commission
Eugene Orlando, Esq., Orlando Law Firm, Solicitor
Diane Hollenbach, Township Manager
Zoning Hearing Board
Paul Herbein, Zoning Hearing Board Solicitor
Patrick Donovan, Maidencreek Township Authority General Manager
JoAnn Schaeffer, Maidencreek Township Authority Secretary
Robert Hobaugh Jr., Esq., Stevens & Lee, MTA Solicitor
Greg Unger, Systems Design Engineering, Inc., MTA Engineer
Barbara Hassler, Tax Collector
Daniel Miller, Blandon Fire Company Chief
Chief Scott W. Eaken, Northern Berks Regional Police
Thomas Unger, Systems Design Engineering, Inc.