

Hamiltonban Township Recreation & Parks Commission

23 Carrolls Tract Road, Fairfield, PA 17320

Regular Meeting Minutes

February 17, 2010 (Changed from Feb. 10, 2010)

Members Present: Chairman Pamela Wiehagen (arrived at 7:15 PM), Juanita Larmer, David Jones, Nick Myers, and Secretary Doreen Premo. Vice-Chairman Cathy Jo Lehmer was absent.

Others Present: None.

Chairman Wiehagen called the meeting to order at 7:30 PM.

Chairman's Comments: Chairman Wiehagen welcomed the new members, Nicholas Myers and David Jones. We provided them with a brief orientation of our purpose and procedures. We then turned in our signed and dated Code of Ethics forms and our signed and dated Pledge of Commitment forms. These forms will be retained by the Secretary. She stated that the reason for the meeting date change from February 10 to February 17 was due to a major snowstorm on the 10th. The meeting change was advertised in the *Gettysburg Times* on February 12, in the Legal Ads section.

Chairman Wiehagen next stated that this is a Reorganization Meeting for purposes of electing officers for 2010. Juanita Larmer motioned to nominate Pam Wiehagen for Chairman, Cathy Jo Lehmer for Vice Chairman, and Doreen Premo for Secretary. David Jones seconded. The motion carried unanimously.

Approval of Agenda: Secretary Premo stated that she had changed the agenda slightly by putting the majority of items up front requiring motions to accommodate Officer Larmer's possible need to leave the meeting on a call. **Juanita Larmer motioned to approve the agenda. David Jones seconded. The motion carried unanimously.**

Public Comment: None.

Approval of Minutes: Chairman Wiehagen called for a motion to approve the October 14, 2009 minutes, explaining that we hadn't had a quorum since that meeting. **Juanita Larmer motioned to approve the minutes. David Jones seconded. The motion carried unanimously.** Secretary Premo will send the minutes to the Board and the Webmaster.

Other Motions: The Annual Report for 2009 due March 2, 2010 to the Board of Supervisors was discussed. Chairman Wiehagen called for a motion to approve the Annual Report. **Juanita Larmer motioned to approve the 2009 Annual Report.**

David Jones seconded. The motion carried unanimously. Secretary Premo will send the minutes to the Board and the Webmaster.

The Bylaws were discussed next. Mention was made that we had worked on the Bylaws as far back as the creation of this Commission, but that time was needed to properly prepare the Bylaws to conform to Township Ordinances and DCNR suggestions. However, they need to be in place for this Commission to operate properly in the future. **Juanita Larmer motioned to approve the Bylaws. David Jones seconded. The motion carried unanimously. The members present signed the Bylaws.** Secretary Premo will send the Bylaws to the Board and the Webmaster.

Old Business: We discussed final plans for the projected Easter Egg Hunt. The best date was decided to be March 27 at 10 AM depending on the Fellowship Baptist Church facilities being available at that time. Secretary Premo will call the Church Secretary to confirm the date and time. It was decided that Doreen Premo and Juanita Larmer would purchase the necessary items for this activity. Secretary Premo will contact the Board requesting authorization to use up to \$100 from our budget to purchase these items. Hopefully, the full sum will not be spent. We discussed advertising the event, and decided to display colored flyers in local businesses, and to ask the elementary school to distribute black and white flyers in their classes to take home to parents. Secretary Premo will prepare the flyers.

We next discussed the Commission budget as to how much we have to work with as we plan to provide recreational programs to the community that will create start-up costs. We talked about charging minimal fees to offset those costs. We may need to develop a budget to present to the Board in October.

We next discussed some suggested recreational programs, and also how these programs would be structured as to age or gender. It was decided that age might be acceptable, but all programs should be offered on a non-gender basis regardless of the nature of the program.

New Business: We discussed briefly the packet on the Civil War Trails signs and decided we needed more information. Secretary Premo will discuss this with Chairman Robert Gordon. **The Civil War Trails sign proposal was tabled until a future meeting motioned by Juanita Larmer, seconded by Pam Wiehagen. The motion carried unanimously.**

We discussed the need for committees to work on various projects. It was decided that we would wait to see if there were a need for this division of labor.

Secretary Premo was unable to photocopy the “homework” materials from the South West Joint Comprehensive Plan in time for the meeting, so she will place them in the March packets.

Secretary Premo and Juanita Larmer will be attending the South Mountain Summit in Newville, PA Friday, February 19, 2010 from 8:30 AM to 3 PM.

Public Comment: None.

Notices: Township Meetings: The following upcoming meetings will be held at the Township Office at 23 Carrolls Tract Rd. at the local prevailing time of 7 PM.

1. Planning Commission Meeting – February 23, 2010.
2. BOS Workshop - February 25, 2010.
3. BOS Regular - March 2, 2010.
4. Recreation and Parks Meeting – March 10, 2010.
5. RPC committee meetings as needed.
6. Easter Egg Hunt – March 27.

Adjourn: Nick Myers motioned to adjourn the meeting, and Pam Wiehagen seconded the motion. Meeting adjourned at 8:15 PM.

Doreen Premo, Secretary
Hamiltonban Township Recreation and Parks Commission