

**Hamiltonban Township and Fairfield Borough  
Joint Parks and Recreation Commission (JPRC)  
Minutes of Wednesday, June 8, 2016**

**REGULAR MEETING:**

Call to Order: By Chairman Terry Scripture at 7:06 PM

**Attending:** Terry Scripture, Chairman; Maggie Travis, Vice-Chairman, Dave Jones, Treasurer; Laura Morgan, Secretary; and Coleen Reamer, Hamiltonban Township Board of Supervisors (BOS) Liaison. Dean Thomas, Fairfield Borough Liaison member not in attendance.

**Public:** Bob Gordon, Chair, Hamiltonban Township BOS, and John Messeder, *Gettysburg Times*

**Approval of Agenda and Minutes from April 13, 2016:** 1<sup>st</sup> motion by Maggie Travis; second by Dave Jones. Motion approved.

**Treasurer's Report:** Update provided by Treasurer Dave Jones. No discussion.

**Public Comment:** None.

**Old/New Business:**

A. **PRC By-Laws:** Language changed to include joint referencing for the Fairfield Borough and Hamiltonban Township as "Borough and Council." 1<sup>st</sup> motion to approve the revised JPRC By-Laws by Dave Jones; second by Laura Morgan. Motion approved.

B. **Hamiltonban Township Park:**

- **Playground Companies:** Terry Scripture emailed Kevin Ferris and the Miracle representative. Quotes received for both the large and small train playground structures. Additional quotes requested by Terry Scripture from PlayWorld for a train-themed play structure, but not yet received. A Miracle representative will attend the July JPRC meeting on July 13<sup>th</sup> to discuss their products and take JPRC questions.
- **Update on Dirt Piles:** Strawberry Hill will remove dirt sometime in the next two weeks for use in creating a parking lot. Remaining dirt will be removed by a Township resident (Mr. Henry). The Township will retain some of the top soil for use in the restoration area adjoining the planned park.
- **Grant Updates:**
  - DCED grant. Announcement for 2015 grant funding is now set for their June 13<sup>th</sup> meeting, if the meeting is actually held. If the meeting is canceled, then no awards will be made for 2015. JPRC plans to submit a grant application for 2016 even if a 2015 grant award (\$90,000) is made to the Township. The 2016 grant application is due June 30<sup>th</sup>. Colleen Reamer will craft the application based on the 2016 DCNR application.
  - WellSpan Health Community Partnership Grant. Grant application is ready to submit. A list of supporting documents to send with the application will be sent by Laura Morgan to Debbie Feiler for inclusion. Application is due by July 1<sup>st</sup>.
  - Adams County Green Space Grant program. JPRC member Laura Morgan and BOS liaison Coleen Reamer will attend the public workshop to be held June 29<sup>th</sup> from 1-3 PM. JPRC will submit an application after the workshop.

- Next Steps for Awarded 2015 DCNR Grant:
  - By October, KPI will put together a provide a budget to DCNR detailing what is being put out to bid, what is being bought directly, and what hours and materials are being volunteered. COSTARS vendor purchases can made directly without bidding. JPRC members will compile lists of what is to be bid, purchased, and volunteered for KPI for their use. Review and consolidation of member lists is planned for the August JPRC meeting.
  - Pledged Donations: Debbie Feiler, Township Secretary, will send letters as a final reminder to the few remaining donor pledges not yet received. Pledges are needed to meet the match requirement for the already awarded DCNR grant. Members discussed the establishment of “Levels” for donors in order to encourage higher contributions from area businesses. Current founding members and future donors will be featured on the Township website. Founding members will also be recognized with a plaque at the park. Donor levels are as follows:
    - Platinum — \$10,000 and up
    - Gold — \$5,000 - \$9,999
    - Silver — \$1,000 - \$4,999
    - Bronze — \$500 - \$999
    - Supporting — up to \$499
  - August meeting of the JPRC will include discussion of additional businesses to contact for donations from the list generated in the first round. Many businesses have yet to be contacted.

**C. Report from Dean Thomas Regarding Liberty Mountain Resort (as communicated by Coleen Reamer in Dean’s Absence):** Dean has initiated a Lions Club fundraiser for one million pennies for the park. He wants to place penny jugs in the community (water jugs). Dean Thomas met with Eric Flynn, Liberty Mountain Resort to discuss the Fairfield Lions Club’s million penny campaign to benefit the park and to request placement of penny jars at Liberty Mountain Resort. Mr. Flynn expressed interest in supporting the park project. Terry will send a letter to Mr. Flynn explaining our community park project, and invite him to become a significant partner. She will provide the letter for review and comment to JPRC members before finalizing. This letter will serve as a template to contact additional area businesses, including Knouse Foods and Quad/Graphics.

**Meeting was adjourned at 7:50 PM.** 1<sup>st</sup> motion by Dave Jones; second by Maggie Travis. Motion approved.

*Respectfully Submitted by Laura Morgan, Secretary*