

**Hamiltonban Township and Fairfield Borough
Joint Parks and Recreation Commission (JPRC)
Minutes of Tuesday, August 8, 2017**

REGULAR MEETING:

Call to Order by Chairman Terry Scripture at 7:30 PM

Attending: Terry Scripture, Chairman; Dave Jones, Treasurer; Matt Inskip, Member, Laura Morgan, Secretary; and Coleen Reamer, Hamiltonban Township Board of Supervisors (BOS) Liaison. Dean Thomas, Fairfield Member and Vice Chairman, was absent.

Public: Bob Gordon, Chairman of the Hamiltonban Township BOS; Elaine Hooper, Hamiltonban Township resident, Richard Johnson, Hamiltonban Township resident, and John Messeder, reporter for the *Gettysburg Times*

Approval of Minutes from July 11, 2017: 1st motion by Terry Scripture. 2nd motion by Laura Morgan; Motion approved.

Approval of Agenda: 1st motion by Laura Morgan. 2nd motion by Terry Scripture; Motion approved.

Treasurer's Report: Coleen will request an additional distribution (to reach 90% of the grant total) from the state DCNR grant to pay for the work bid out to Lobar and Associates.

Public Comment: Elaine Hooper, who participated in the 1.5 hour Work Party that preceded the meeting, describe the assembled picnic tables as "lovely and dependable." The Work Party included the following eight individuals: Terry Scripture, Coleen Reamer, Bob Gordon, Matt Inskip, Laura Morgan, Elaine Hooper, and Richard Johnson.

Old/New Business:

A. **Matthew Inskip welcome:** JPRC members are delighted to welcome new board member, Matt Inskip.

B. **Hamiltonban Township Park update/pavilion permit:**

- JPRC members are pleased with the finished pavilion and train play station. We will include finishing and seeding of edges in the Stage 2 installation work for path extension and fitness challenge stations (projected for Spring 2018).
- The pre-meeting work party completed assembly of four standard picnic tables. Three additional tables (one standard and two wheelchair accessible) remain to be assembled. Coleen will take a look at the remaining hardware and let the supplier representative (Mark Ford) know if we are deficient in supplied hardware.
- Matt Inskip put Coleen Reamer in touch with the Cashtown Boy Scout troop. Coleen is in discussion with them about the flag dedication area.
- Next planned work dates to assemble remaining Stage 1 park elements (bridge, benches, additional picnic tables, and grills) are as follows:
 - Saturday, September 16th, 9AM - noon
 - Saturday, October 14th, 9AM –noon

C. Quote for Other Equipment:

- Laura Morgan has completed the quote compilation for fitness challenge stations. The completed list will be sent to new member, Matt Inskip. A discussion of preferences (style and price) is planned for our next meeting (September 12, 2017). Laura Morgan will bring visuals and related information to supplement the pricing sheet.

D. Grant Updates:

- Coleen will meet with Lobar Associates for a pre-construction meeting at 1:00 PM on 08/09/17 at the Hamiltonban Township Office. All JPRC members are invited to join the meeting. Work could begin as early as the week of August 14th. Elements included in the awarded bid package are fencing, path, ADA wheelchair parking, and bridge package and supports.
- Coleen will ask Lobar if a two holes for the kiosk can be augered at the time the fencing holes are augered.

E. Meadow Restoration Project:

- We discussed inclusion of a path in the pollinator demonstration meadow. The path will afford visitors an easy close-up view of the meadow and all of its inhabitants. Although we still intend to fence the perimeter of the garden, we will use roping to line the path. The path will be made to the width of Township mowing equipment to allow smooth entrance and exit for easy maintenance. The path can loop to allow entrance and exit on the park side of the demonstration meadow.

F. Park Signage:

- Dean Thomas asked and received from Lowe's a donation of materials for a park kiosk to hold notices and park information. Dean is assembling and will let Coleen know the time spent (the value of materials and volunteer hours to construct will count towards our DCNR grant match).
- We will discuss additional signage needs (and types) at our next meeting. Coleen (at a minimum) sees a need for the following:
 - General parking sign
 - Handicap parking sign
 - No trash (carry in/carry out) sign
 - Sign to indicate dogs are not allowed in the train play area (although they are welcomed elsewhere in the park)

Meeting was adjourned at 7:53 PM. 1st motion by Dave Jones; second by Laura Morgan. Motion approved.

Respectfully Submitted by Laura Morgan, Secretary