

# Parks and Recreation Board Meeting Minutes

**September 19, 2012**

In Attendance: Board members Stephanie McIlwee (Chair), Susan Naugle, Jill Herr, Carlos Wampler, and Roger Heyser. Absent: Steve Fehringer, Randy Smith, Phil Cosden and Gareth Biser. Other attendees: Borough Manager Florence Ford, Council Member John Butterfield and Mark Walters, Gettysburg Times.

Public Comment: John Butterfield asked if there was a process to collect delinquent fees that are owed to the Rec Park. Manager Ford responded that the Borough would follow up with a letter requesting payment. She stated that nonpayment does not happen very much and that most park services, rentals, etc. require payment in advance.

Minutes of the August 15 meeting were approved as presented on a motion by Roger Heyser and second by Carlos Wampler.

Old Business:

Farmer's Market Response: There has been no contact from Kathy Glahn regarding non-payment of the fee since her call to Manager Ford upon receipt of the letter dated June 28 advising the Board had modified the fee. Manager Ford indicated the Borough has not invoiced the market for payment. She recommended we consider not charging the market since it is a service to the community. Chair McIlwee pointed out this year is almost over and we will need to decide what is happening for next year. It is her understanding that the market does not pay at the outlets since they see it as a marketing tool to bring people in to shop. Secretary Naugle will draft a letter requesting a meeting with the Market Board to discuss the continued use of the facilities.

Mural Project: Sketches provide by Judy Marti of the Arts Council had been provided to all members prior to the meeting. Members reviewed the mural sketches and colored drawings of all three murals. Members found them to be nice depictions of the past and present of the Olde Getty Place neighborhood adjacent to the park. Chair McIlwee stated that they want to have the murals in place by the end of October. The explanation accompanying the sketches indicated that the artist may make changes. Members agreed that the board should review the final drawings before the work is completed and agreed to do that via email to speed the process.

Susan Naugle moved to approve the proposed mural concept design with approval pending on the final mural designs. Roger Heyser seconded the motion. The motion was approved unanimously.

Cumberland Township Resolution and Invitation: In a letter to Borough officials dated August 30, Cumberland Township Manager Ben Thomas advised that the township supervisors had passed a resolution affirming their interest in forming a regional recreation exploratory committee with the Borough of Gettysburg. They designated their committee members to be the members of their recreation board

and supervisors Barb Underwood and Steve Toddes. Susan Naugle advised she had spoken with Steve Toddes and he extended an invitation for all members of the Gettysburg Rec Board to attend the next Township Recreation Committee meeting scheduled for Wednesday, September 26 at 4 pm at the Cumberland Township Building on PA 116. She suggested that Council President Michael Birkner should also be invited to attend. The purpose of the meeting is to discuss how we can join forces to provide recreation services for residents of both the Borough and the township.

Manager Ford stated she had talked with DCNR after receiving the letter and they are excited about working with us to make this happen. She asked them for suggestions on options to form a joint effort. They are to get back to her sometime during the first week of October.

Susan Naugle will send an email to all members with details of the Cumberland Township meeting.

**Park Concessions:** Members revisited last month's discussion of a concessions policy since Manager Ford was unable to attend the meeting. Our focus remains on handling concessions if they are not handled by the vendor as part of the contract with the Borough for use of the park. If concessions are provided by the vendor, then a higher fee should be charged for park use. If concessions are not provided we could run concessions ourselves or contract with vendors for a fee or percentage of sales. Carlos Wampler indicated most concessions are run by booster clubs for the district but that they do get a percentage of sales from one vendor. Manager Ford will continue work to draft a policy. She has examples from other parks.

Susan Naugle suggested we still need to look into the situation with the concession both at the south end of the park. The booth was built by the Teener League and metered separately for utilities and was managed by the Teener League without payment to the Borough. With Teener League no longer playing at the park, it seems that the facility was simply turned over to the Little League and they are expecting the same arrangement. It is important to know what the costs are for running the building. If the Borough takes it over, expenses to maintain the building may exceed any income we would get from rent. Roger Heyser also noted that we would not want to take over responsibility for any equipment. Flo suggested we might need a conversation with the Leagues to determine what is happening. Carlos also suggested we should have clear written agreements with each league.

Susan reported that Borough records indicate the Future Stars Tournament paid \$600 for the use of two fields on 6/23 and 6/24. Members questioned this because the impression was that they used more fields for the tournament. In any event, it appears they were improperly invoiced because the contract was for \$300 per field per day. The charge at a minimum should have been \$1,200. Manager Ford will check on this.

**Strawberry Hill Nature Camp:** Manager Ford indicated she had a conversation with Strawberry Hill and they had a successful camp and are looking forward to next year. They have paid their fee but she did not know how much it was.

**Weight Watchers:** They began use of the facilities in August and have seen an increase in business. They are very happy with the facilities.

Biser Trail Upgrades: Susan Naugle reported work began on September 10 to widen the trail but was delayed at the northern end for the Heritage Festival. We are looking at completion in October. There will be a dedication ceremony with the date to be determined.

New Business:

Board Terms Expiring: Susan Naugle advised that the Board has two terms expiring in October – hers and Roger's. She explained the staggered terms and the process for reappointment or replacement. Roger agreed to be nominated for a second term. Nominations will be made at either the October or November Council meetings.

The meeting was adjourned at 4:50 pm.

The next meeting is scheduled for Wednesday, October 17, 2012 at 4:00 pm.