

The regular meeting of the Middle Smithfield Township Parks Commission was held on Monday, March 4, 2013 at 6:19 p.m. at the Schoonover Municipal Building with Joyce Fenical presiding.

In attendance were: Members of the Public – David Steglik, Charles Palecek, Abigail Graham and Eric Graham ; MST Liaison – Erin Groome; Supervisors – Michael Dwyer, Annette Atkinson and Mitchell Marcus; Litter and Beautification Representative – Ed Regina; Advisory Board Members – Debbie Kulick, Adriana Pitts, Al Decker, Holly Halterman and Bill Bonser; and Board Members – Joyce Fenical, Joyce Bush, Karen Conway and Jeff Reichl; Board Members not in attendance were Bill Suriano.

Joyce Fenical made a motion to appoint, Erin Groome, as the Temporary Recording Secretary since Bill Suriano was unable to make tonight's meeting. Motion seconded by Joyce Bush, motion carried 4-0.

Joyce Fenical made a motion to approve the minutes from February 4, 2013. Karen Conway motioned to approve the minutes, Jeff Reichl seconded the motion. Motion carried 4-0.

#### Correspondence

The township received correspondence in the mail regarding a class to become a certified playground equipment inspector. It was noted that no Township employee will be taking this class. Joyce Fenical made it public that if anyone would like to take this class on their own, the pamphlet was available to take.

#### Old Business

The Board of Supervisors gave an update on the Parks budget.

#### Putek Park

Annette Atkinson discussed the new dog park location and possibilities of the move. The proposed location will be at 108 Leroy's Ln. A proposed layout of the new park was given to the board members for viewing and discussion. Adriana Pitts questioned the size of the pens for small and large dog areas.

#### Echo Lake Park

Projects for park will be put into phases. Mike Dwyer and Jeff Reichl discussed the pavilion location and the ball field corrections. Karen Conway said she will get a list of the scouting leaders together and send an email to the leaders about volunteer help with park projects.

#### Resica Park

The Easter Egg Hunt will be held on March 23, 2013 from 12:00 p.m. till 2:00 p.m. at the Resica Park. The age groups will be: 1-4 years old, 5-7 years old and 8-10 years old. The expense of the Easter Egg Hunt will not be taken out of the Parks budget.

#### Loss of Privileges at the Judy Putek Park

Joyce Fenical opened the floor for discussion on this topic and handout. Abigail Graham asked what owners would have to do to show that their dog was modified and be let back into park. Mitchell Marcus expressed his feelings on what would happen if a dog were to bite another person, which was not to allow them back at park.

Jeff Reichl made a motion for the Judy Putek Subcommittee to discuss the Dog Park Procedural Methodology on their own and bring their conclusions back at next Parks and Recreation meeting in more depth. Karen Conway seconded the motion, motion carried 4-0.

Volunteers were asked to attend the "Greater Pocono Expo" on March 22 and 23, 2013 to help man Middle Smithfield Township's Booth and represent the Parks Committee. Jeff Reichl volunteered a trifold bulletin board for the event. Holly Halterman said she could design the board for the event. Al Decker volunteered to work the event on Friday, March 22, 2013, from 4:00-8:00 p.m. Joyce Bush will work the booth on Saturday, March 23, 2013, from 11:00 a.m.-6:00 p.m.

#### Committee Reports

##### Resica Park

Karen Conway contacted Norm Fish about getting a Cub Scout volunteer list. Karen Conway asked to wait on stuffing eggs for the "Egg Hunt" till after the 15<sup>th</sup> of March. She feels we will get donations that will help pay for the candy to put in the eggs by then. "Golden Eggs" – it was suggested to just put a numbered piece of paper in the golden eggs or just write the number inside of the egg, for the Gift Certificate prizes. Bill Bonser would like to donate stuffed animals for the prize table at the Egg Hunt.

##### Echo Lake Park

Mike Dwyer informed us that the Township Engineer, Fred Courtright, is looking at the park plan and the Board of Supervisors are hoping to meet with him soon for review.

##### Judy Putek Park

Joyce Bush shared the York County Dog Park rules, information and regulations. Further discussion to commence at a later date.

A brief discussion about dog bowls being left at the park for all dogs to use was talked about.

Joyce Bush will work on getting volunteers together to clean up the nature trail.

Joyce Fenical asked everyone to look over the committee list and make sure all information was up to date.

##### New Business

Annette Atkinson handed out information on grants that can be applied for. Committee leads will have to meet with sub-committee members to discuss and make a wish list for the next parks meeting.

##### Event Dates

Joyce Bush said she will hold off on holding any events at the Putek Park. Jeff Reichl said that the Echo Lake Park sub-committee will have to meet and discuss any type of fundraiser or building event.

Karen Conway informed us that the dates chosen in April and May for the Day-in-the-Park event would not work. She will need to check her calendar and get back to us with options at the next meeting.

Joyce Fenical asked members to look over and discuss the "Duties and Responsibilities of the Park Lead Coordinator" for the next parks meeting. This was tabled until the next meeting for approval. Jeff Reichl had issues with this and will further discuss with members for future meeting.

The rules for the Montville Township Dog Park located in New Jersey were brought up for discussion. Mitchell Marcus expressed his feelings on the rules and that they would benefit the park better. Mike Dwyer explained to the members why the township is looking at this option for the park. Abigail Graham expressed her opinion on this topic and feels that the township should treat the park as if it were a children's park. Karen Conway recommended to table the Dog Park rules until the Putek Park sub-committee could meet and further discuss the rules more with each other.

#### Announcements

Litter and Beautification Members are looking for volunteers to plant at the existing township flowerbeds in the spring. Joyce Bush, Holly Halterman, Jeff Reichl, Abigail Graham, Joyce Fenical and Karen Conway all volunteered to help. Ed Regina asked the Leads on the Parks and Recreation Committee to think about what they would like to see at the parks for the future.

Karen Conway informed the board that the Resica Elementary School Playground will have a new build date of June 2014. If anyone would like to donate their time or supplies needed, please contact Karen Conway. Karen noted that there is a supplies list posted on the Facebook page for Resica Elementary School.

Next Parks and Recreation Committee meeting to be held on April 1, 2013 at 6:15 p.m. Bill Bonser made a motion to adjourn the meeting, Karen Conway seconded the motion. Motion carried 4-0.

Meeting adjourned at 8:08 p.m.

Respectfully Submitted,

Erin Groome



# Park Event Summary

1. Echo Lake Park: \_\_\_\_\_ J. Putek Park: \_\_\_\_\_ Resica Park: \_\_\_\_\_
2. Event Date: \_\_\_\_\_ Backup Date: \_\_\_\_\_ Event Time: \_\_\_\_\_
3. Describe Activity Briefly: \_\_\_\_\_
- 

4. Person(s) in-charge:

- |          |         |
|----------|---------|
| a. _____ | _____   |
| Name     | Phone # |
| b. _____ | _____   |
| Name     | Phone # |

5. Other Volunteers Signed up:

_____	_____
_____	_____
_____	_____
_____	_____

5. Approved by Lead Coordinator: \_\_\_\_\_  
Signature/Date

6. Approved by Parks and Recreation Board: \_\_\_\_\_  
Date

**NOTE: This activity summary and approval by the Parks and Recreation Board shall not constitute an automatic approval of the activity/event by the Township of Middle Smithfield.**

# Loss of Privileges at the Judy Putek Park

## Procedural Methodology: Dealing with Unsafe, Aggressive Animals

The Judy Putek Memorial Park was established by the Board of Supervisors of Middle Smithfield Township on July 24, 2008 in memory of Judy Putek. The Park serves animal devotees and, in particular, dog lovers in many ways. It allows dog owners to bring their dogs to run and play in the safety and freedom of a beautiful park without the confines of their usual home and/or environmental limits. Dogs are allowed to interact and "socialize" with other dogs in the freedom of the open spaces provided. The park also serves as a place where special events occur, with owners and dogs participating and enjoying appropriate activities together.

There are times, however, when some animals have difficulty interacting with others, either dogs or owners, and regrettably, in some cases park attendees have difficulty following park rules and regulations. In such cases, some corrective action has to be taken for the protection of all visitors/attendees to the park.

Accordingly, for the safety of all participants attending the Judy Putek Memorial Park, the Middle Smithfield Board of Supervisors, in consultation with their Parks & Recreation Advisory Board has adopted the following sanctions and procedures for owners who violate park rules and have dogs considered to be unsafe, aggressive and/or have attacked other dogs, owners or park attendees:

Action 1- Owners identified for the first time as having unsafe, aggressive animals (i.e. dogs that have physically attacked or bitten other dogs or humans) shall be given a written warning from the Township and asked to modify their dog's behavior before attending the park again.

Action 2- Owners identified for the second time as having an unsafe, aggressive animals/dogs or a second biting/physical attack incident shall be required, by written order from the township, to muzzle their dog each time they visit the park in the future.

Action 3- Owners identified for the third time, after having been given two warnings for the same or similar offenses as described above shall be given written notice from the township suspending their park privileges for a period of one year. Afterwards, reinstatement of park privileges shall only be considered through a written request from the owner(s) to Board of Supervisors of Middle Smithfield Township.

*Note: Nothing in the above actions shall preclude the Township from immediately suspending park privileges for egregious actions of a dog and/or its owner(s).*

Appeals shall be made in writing only to the Middle Smithfield Township Supervisors at 147 Municipal Boulevard, East Stroudsburg, PA. 18302. Phone: 570-223-8920

Recommended by the Parks & Recreation Board: \_\_\_\_\_  
Date

Wws: Draft VII  
3-21-13

**MIDDLE SMITHFIELD TOWNSHIP PARKS ADVISORY BOARD**  
**and**  
**Township Parks and Recreation Board\***  
**2013**

---

1. **Al Decker**  
PO Bo 568  
Marshalls Creek, Pa. 18335  
[USNAVY@ptd.net](mailto:USNAVY@ptd.net)  
(570)223-1418
2. **Jeff Reichl \***  
**Lead Person: Echo Lake Park**  
1262 Park Drive  
East Stroudsburg, PA 18302  
[reichl.jeff@yahoo.com](mailto:reichl.jeff@yahoo.com)  
(570)814-9040 (c)  
(570)223-7894 (h)
3. **Bill Bonser**  
56 Mountain Top Estates  
East Stroudsburg, PA 18302  
(570)588-9177
4. **Joyce Bush\***  
**Lead Person: J. Putek Memorial Park**  
212 Rown Road  
East Stroudsburg, PA 18302  
(570)730-2208  
[nutro29@yahoo.com](mailto:nutro29@yahoo.com)
5. **Paula Schwartzman**  
317 Saw Creek Estates  
East Stroudsburg, PA 18302  
(570)431-4047  
[BBBogart@ptd.net](mailto:BBBogart@ptd.net)
6. **Bill Suriano\***  
**Vice Chairperson/Secretary**  
3326 Doral Court  
East Stroudsburg, PA 18302  
(732)742-3702  
[parkswws@yahoo.com](mailto:parkswws@yahoo.com)
7. **Debbie Kulick**  
107 Kulick Drive  
East Stroudsburg, PA 18302  
(570)242-2269  
[dkulick@noln.com](mailto:dkulick@noln.com)
8. **Joyce Fenical \***  
**Chairperson**  
113 Fenical Drive  
East Stroudsburg, PA 18302  
(570)588-7470  
[feni@ptd.net](mailto:feni@ptd.net)
9. **Holly Halterman**  
115 Kulick Drive  
East Stroudsburg, PA. 18302  
570-656-7523  
[holly-halterman@yahoo.com](mailto:holly-halterman@yahoo.com)
10. **Lori Lopez**  
**12042 Maplewood Drive**  
East Stroudsburg, PA. 18302  
570-476-4935  
[lopez0613@gmail.com](mailto:lopez0613@gmail.com)
11. **Karen Conway\***  
**Lead Person: Resica Park**  
2319 Skyview Lane  
East Stroudsburg, PA 18302  
570-807-0602  
[kcon140@msn.com](mailto:kcon140@msn.com)
12. **Adriana Pitts**  
35 Monroe Lakes  
East Stroudsburg, PA. 18302  
570-369-2810  
[Adriana\\_P1967@msn.com](mailto:Adriana_P1967@msn.com)
12. **Abigail Graham**  
  
East Stroudsburg, PA. 18302  
570-828-2739  
[Abigail.graham@yahoo.com](mailto:Abigail.graham@yahoo.com)

**MIDDLE SMITHFIELD TOWNSHIP PARKS ADVISORY BOARD**  
**and**  
**Township Parks and Recreation Board\***  
**2013**

---

**Ex-Officio Members**

**Erin Groome**  
**Township Liaison for Parks**  
(B) (570)223-8920 ext. 19  
[mstwpe@ptd.net](mailto:mstwpe@ptd.net)

**Annette Atkinson, Supervisor**  
(B) (570)223-8920  
(C) (917)209-1861  
[mstaea@ptd.net](mailto:mstaea@ptd.net)

**Michael Dwyer, Supervisor**  
(B) (570)223-8920  
[mstmjd@ptd.net](mailto:mstmjd@ptd.net)

**Mitchell K. Marcus, Supervisor**  
(B) (570)223-8920 ext. 24  
[mstmkm@ptd.net](mailto:mstmkm@ptd.net)

\* Parks & Recreation Board Members  
appointed via Ordinance No. 190 (9/4/12)

---

wws update: 3-14-13

# MST Park Sub-Committees

## Echo Lake Park

1. Jeff Reichl, Lead
2. Debbie Kulick
3. Holly Halterman
4. Al Decker

## J. Putek Park

1. Joyce Bush, Lead
2. Paula Schwartzman
3. Bill Bonser
4. Al Decker
5. Lori Lopez
6. Tommy Vitale
7. Kayla Vitale
8. Tommy Corcoran
9. Suzanne Corcoran
10. Dina Holmes
11. Adrianna Pitts
12. Carrie Dailey
13. Dave Steglik

## RESICA PARK

1. Karen Conway, Lead
2. Debbie Kulick
3. Al Decker

## Ex-Officio Members:

J. Fenical, Chair  
B. Suriano, Vice-Chair  
MST Supervisors

**\*Sub-Committees are asked to notify all Parks Members of their meetings!**



# **Middle Smithfield Parks & Recreation Board**

## **Duties and Responsibilities of the Park Lead Coordinator**

- **Represent the P&R Board and Township in a professional manner at all times.**
- **Act as community liaison to the Parks and Recreation Board.**
- **Communicate resident and/or park attendees concerns to the P&R Board.**
- **Maintain communication between park users and the Parks & Recreation Board.**
- **Work to solve problems or concerns of the park with P&R Board and/or Township.**
- **Recommend rules and regulations for the operation of the park to the P & R Board.**
- **Recommend appropriate recreation or other activities for the park.**
- **Conduct and/or assist in any park or recreation activities as directed or approved by the P&R Board and/or Township.**
- **Conduct a park's needs assessment and inventory of park conditions, equipment, facilities prior to Sept. 1 yearly.**
- **Recommend park priorities, capital or other improvements to the P&R Board.**
- **Assist in the establishment of sub-committees.**
- **Direct activities of and work with any sub-committees established.**
- **Communicate park safety concerns/hazards to the Township immediately upon knowledge thereof.**
- **Any other duties as delegated by the P & R Board and/or the Board of Supervisors.**

**Recommended by the P&R Board: \_\_\_\_\_**  
**Date**



Middle Smithfield Township  
**EVENT PROPOSAL**

If needed, continue on back or attach additional pages.

# Idea/Concept

\_\_\_\_\_ Date submitted

Name of Event: \_\_\_\_\_

Date/Time of Event: \_\_\_\_\_

Please check with the receptionist to make sure the tentative date of your event is available if you are proposing to use the Banquet Hall, MST municipal building or an MST Park.

Location of Event: \_\_\_\_\_

Please fill out the appropriate reservation form if using the Banquet Hall, MST Municipal Building or MST Park.

Proposed By: \_\_\_\_\_  
(committee/board/commission)

Contact information: (name) \_\_\_\_\_

(email and phone number) \_\_\_\_\_

Please fill out the following. If needed, continue on back or attach additional pages

**Description of Event and Purpose:**

(for example: Informational Seminar, or Park Festival, etc.)

**Target Audience:**

(for example: Small Business, or Dog Owners, etc)

**Desired Outcome:**

(for example: help existing businesses expand, or raise money for dog park)

## Judy Putek Memorial Park – Timeline

Judy Putek loved the outdoors, open space and nature. Mrs. Putek was very instrumental in acquiring several parcels through the countywide open space program and the Cradle of Liberty conservation program.

The land that is now the Judy Putek Memorial Park was originally owned by George Tsafos.

The property was sought due to the parcel being ideally suited for passive recreational use, as the previously farmed field areas could be developed into playing fields. The property is complimentary to Middle Smithfield Township's Echo Lake Park Area. Several wetlands areas plus a small-unnamed stream are part of the Pond Creek water system. The land provides a riparian buffer for these areas. Walking paths wind through fields and pastures, providing an excellent habitat for the native and rare flora and fauna. The park is particularly suited to bird watching. Warblers used to love this park.

Through a combination of grants through the Monroe County Open Space Bond Fund and PA Conservation and Natural Resources Debbie Kulick, Judy Putek and Sherry Predmore began the process to acquire the funding to purchase the 12.837 property.

Grant money was received from Monroe County (\$67,500.00) and MST matched it with \$22,500.00.

Appraisals were received and the appraised value was \$90,000.00

October 14, 2003 the Board of Supervisors, at a public meeting authorized offering \$90,000.00 for the purchase of 60 Municipal Drive, through the Open Space Program.

October 24, 2003 MST entered into a contract to purchase the 12.84 acres with a PIN number of 09733300797582

May 21, 2004 MST purchased the property

November 10, 2004 Recorded

2005 Exemption of real estate taxes took effect for the 2005 taxing year

Please Print

Parks Advisory Board Sign- In

First Name	LAST NAME	PREFERRED PHONE	E-MAIL	ADDRESS
Joyce	FENICAL	588-7470	feni@ptd.net	
AL	DECKER	223-1418	USNAHUY@PTD.NET	
Joyce	BUSH	570-730-2208	NUTRO29@YAHOO.COM	
Cary	Daily	570 807-8175	Caryd2012@yahoo.com	
Holly	Nalterman	570-588-6714	holly-halterman@yahoo.com	
JEFF	REICHL	570-814-9040	reichl.jeff@yahoo.com	
Debbie	Kulich		debrahakulich@gmail.com	
KAREN	Conway	570 807 0602	Kcon140@msn.com	
Alyson	Oliveira		rusticponymach@aol.com	
Annette	Atkinson	570-223-8920		
Mike	Dwyer	570 223 8920		
Erin	GROOME		mstupe@ptd.net	
PAULA	Schwartzman	570-431-4047	BBBOGART@PTD.NET	