

The regular meeting of the Middle Smithfield Township Parks Commission was held on April 1, 2013 at 6:30 p.m. at the Schoonover Municipal Building with Joyce Fenical presiding.

In attendance were: Members of the Public – Allyson Oliveira; MST Liaison – Erin Groome; Supervisors – Annette Atkinson and Michael Dwyer; Advisory Board Members – Debbie Kulick, Holly Halterman, Al Decker and Cary Dailey; and Board Members – Joyce Fenical, Joyce Bush, Jeff Reichl and Karen Conway; Board Members not in attendance were Bill Suriano.

Jeff Reichl 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 Holly Halterman, motion carried 4-0.

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

#### **Old Business**

Joyce Fenical and Erin Groome discussed the Parks and Recreation Summit they attended on March 23, 2013 in Hershey, Pennsylvania. Attached is a summary of what was discussed at the summit.

#### **Duties of Park Lead Coordinator**

Joyce Fenical asked for a motion to approve for discussion. Joyce Bush made a motion to approve; Karen Conway provided a courtesy second to discuss with members. Jeff Reichl expressed his concern as a volunteer and that he has an issue with the wording of the title. Mike Dwyer explained that this is a guideline to follow. Jeff Reichl asked that "Duties" be eliminated from the title and instead say "Expectations of the Park Lead Coordinator". A motion to adopt current wording "Duties and Responsibilities of the Park Lead Coordinator" was put before the board, motion failed with a 2-2 vote. A motion to approve amended wording to "Expectations of the Park Lead Coordinator", Jeff Reichl made a motion to approve, Karen Conway seconded the motion. Joyce Fenical opened the floor for discussion. Motion approved 3-1, to change wording in title.

#### **Echo Lake Park**

Jeff Reichl reported that the sub-committee met before Easter to prioritize there to do list. The list consists of: a "Walking Trail" grant, erecting the playground and pavilion, purchasing new benches for parks and cleaning up the current walking trail.

Jeff Reichl asked about who would erect the playground – volunteers or township employees? Safety was a concern if it was going to be volunteers. Township employees can place playground, while volunteers can help beautify playground area after work is done. Jeff Reichl will communicate with Erin Groome on playground project. All Decker provided a quote from

Announcements

Annette Atkinson informed the committee that on April 27, 2013, there will be a roadside cleanup on Route 209 called "1000 Feet of Street". Parks and Recreation committee members were asked to join the Litter and Beautification members in volunteering to help cleanup Route 209. The cleanup will be held from 9:00 a.m. to about 3:00 p.m. There will be four teams designated to different areas along Route 209. Each team is given a leader. The goal is to have 12 volunteers on each team.

Annette Atkinson asked for volunteers to work the Township Clean Up Days and the Primary Election to get residents to fill out the parks survey. Holly Halterman and Joyce Fenical volunteered to work the Township Clean Up Day.

The next Parks and Recreation Committee meeting will be held on May 6, 2013 at 6:15 p.m. Jeff Reichl made a motion to adjourn the meeting, Karen Conway seconded the motion. Motion carried 4-0.

Meeting adjourned at 8:14 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Erin Groome". The signature is written in black ink and is positioned above the printed name.

Erin Groome