

Pocono Township Recreation Committee Meeting Minutes of January 12, 2016

Members Present: Charlie Trapasso (President), Alex Grum (Vice-President), Jen Fisher, Bobby Felins, Jim Olizarowicz

Call to Order: Charlie, 7:33am

Also Present: Dean Hartshorn (Park Director), Jeff Clapper (Public Works Director), Gregg Schuster (Pocono Township Manager)

Absent: Denise Herbert (Secretary), Jerry Lastowski (Commissioner)

Quorum established.

Approval of Dec 8, 2015 Minutes: Motion made Jim; seconded by Alex. Motion carried.

Pocono Township Manager, Gregg Schuster

a. CIP – Board of Commissioners approved Township budget in Dec-2015, along with the creation of the CIP budget. Jeff Clapper is the “owner” of the CIP budget. The CIP’s programs, parks, courts, and fields will be evaluated by an independent agency for approximately \$10,000; this will assist the Township in making needed repairs and improvements for all known township assets. A RFP has been issued to solicit service providers to accomplish this task.

b. RecDesk has been implemented. Uptake has been slow, as names are being added and training on-going. To-date 2016 pavilion reservations have been mostly manual and total approximately 12-13 thus far. Implementation is a work in process.

c. Temporary voting location – MVP is a polling location for Pocono #1 and will not be available during the renovation of the Heritage Community Center.

Gregg also discussed the following items:

- Reminded the committee that Denise’s term expired on Dec 31, 2015 and unless and until she is officially re-appointed by the BOC, she cannot vote but can continue to participate in the committee.

- Gregg asked Charlie to schedule all 2016 Recreation Committee mtgs, so they can be added to the Poc Twp website. Rec Committee discussed and agreed to keep meetings at the 2ND Tues of every month at 7:30AM at either the Township Building or MVP (depending on month). Motion made by Jim and seconded by Alex. Motion carried.
- Gregg also asked that we add an agenda item to our future mtgs until the issue is resolved – revised ordinance which places a 3-year time limit on recreation funding.
- Gregg also reported on the status of the BOC. Pocono Township Government and all services are still in place and operating as normal. However, the 4 elected Commissioners have not yet been officially appointed, as they are unable to agree on President and Vice President positions. The matter will likely be sent to the Monroe County Courts for next steps. Matter will likely not be resolved until mid-late Feb (best guess).

Public Works Director, Jeff Clapper

- a. Paving – Heritage Center – plan to put out for bid in the Spring-2016 (after May and before Aug). Specs are being written. Proposed layout could result in a total of 32 parking spaces. Number of required handicap parking spaces is still being researched.
- b. Official Map – Pam is working with Monroe County to obtain
- c. Jeff also reported that Dean’s office has been moved from the Community Center building up to the Maintenance Building. New accommodations deemed acceptable. However, the loss of space in the Maintenance Building may require the purchase of an additional standalone shed to move some of the maintenance equipment into. Rec Comm understood and thanked Jeff and Dean for moving this office space so quickly.
- d. Charlie indicated that should there be funding, to the right of the current Community Center, a veteran’s memorial would be built. When parking is developed, this should be taken into consideration.

Recreation Plan

- a. Charlie, Alex and Judi Coover had a meeting with the Monroe County Planning Commission (MCPC) on Jan-11-2016, to gather info on potential next steps on how to update/revise our current Recreation Plan

- (inclusive of HJP). The two options: one, work with Hamilton and Jackson Townships and update the existing plan, or 2) go away from the current plan and only update the PT part of it. The MCPC felt that adding an appendix to the Pocono Township portion of the existing plan should suffice and would not need Hamilton or Jackson's approval. The MCPC indicated that they would be able to provide resources to us to accomplish this task. After discussion with the extended Rec Comm, it was determined that we should explore the cost of securing an independent consultant to assist us in writing our own standalone plan. Jeff took an action item to reach out to a person the Twp worked with previously – George Shepstone.
- b. Northampton Community College - Gregg will be working with NCC to secure 2016 Summer Camp / Recreation Activities -TOP Priority. Charlie, Gregg and Alex met with NCC in Dec-2015 and they are very interested in taking over Pocono Township's Recreation Services (fee for service arrangement).
 - c. Alex also discussed with the Rec Comm that he was approached by our local Boy Scouts Troop 85 leader Rick Triano for an Eagle Scout Project being done at MVP (commencing Spring-2016). The two ideas are either constructing bat boxes or blue bird houses at MVP. The scout is Rick's son, Camilo. Alex wanted to ensure that there was a process in place to properly vet and approve / disapprove any potential Eagle Scout projects, so expectations of roles and responsibilities were properly communicated to all parties. It was decided that Alex should invite Rick and/or Camilo to a future Rec Comm meeting to present the two projects. Rick will be attending our March-8TH-2016 Rec Comm mtg.

Bi-Centennial

- a. Charlie indicated that the next meeting of the Bi-Centennial Committee will be on January 21 @ 5pm, Township Building.
- b. The 501c3 is underway - in process.
- c. Blueprints / Drawings were developed by Wayne VanderHoof and are being tweaked. These will be shown to the BOC for further approval.
- d. The Heritage Center groundbreaking is planned for February 2016, with the ribbon cutting in October of 2016.

e. Fundraising is underway with approximately \$30K received plus numerous in-kind donations. Once 501c3 is in place, the larger benefactors can be targeted.

Meeting adjourned: 8:59AM

Next meeting will be held February 9TH at 7:30am in the PT Municipal Building

Minutes Recorded by:

Alex Grum