

Coolbaugh Township Parks and Recreation Commission
June 28, 2022 Meeting Minutes

Meeting called to order at 6:30 pm. In attendance: Keith Hudson, Jose Ramos, Alicia Williams-Richards, Sarah Stadnik, Michele Fairservice and Supervisor Clare Colgan.

Visitors – Ms. Smith-Hughes – Pocono Farms East Association
Mr. Eric Rivera – Pocono Mt West Little League
Mr. Steve Compo – Recreation Resource USA
Ms. Jill Hagen – BCI Burke Company
Kyle Knecht – DPW Foreman

Motion for approval of the May 24, 2022 minutes and dispense with the reading made by Alicia, seconded by Jose motion passed 5-0.

Recreation Resource USA representations Steve Comp and Jill Hagen presented the board literature on playground and park fitness equipment. Discussion on what their company offers, warranties and they will supply a list of playgrounds which they have worked on.

Parks and Recreation and EAC received a grant from Pocono Mountain Vacation Board (PMVB). Parks and Recreation received \$7,000 to be used for parking area upgrade. At this time \$1847.50 has been spent on stone for the additional parking area at the basketball/skate park.

Motion to amend agenda to include Pocono Mountain West Little League's request for Volunteer field usage made by Keith and seconded by Sarah, motion passed 5-0.

Mr. Eric Rivera requested usage of the Volunteer Field, with usage of the lights for All Star practice for 3 teams, which are comprised of 50% Coolbaugh township children. Usage for practices thru July 15, 2022 from 5:00 pm to 10:00 pm Monday, Friday and Saturday. Mr. Rivera also complemented DPW on the maintenance of the field and thanked the board for allowing them to use the field.

Motion was made by Keith to approve Pocono Mountain West Little League's request for usage of the Volunteer field, with usage of the lights from June 30, 2022 to July 15, 2022 from 5:00 pm to 10:00 pm Monday, Friday and Saturday, to include usage of the garage space, seconded by Michele, motion passed 5-0.

Touch the Truck Update. Motion was made by Michele to accept the quote from Red Diamond Graphics in the amount of \$115.00 for printing 1 date decal to update our banner and 50 date decals for the road signs, seconded by Sarah, motion passed 5-0. Invitations have been sent out and we have four will attend replies, so far.

Park Master Plan assigned phases was tabled as board need clarification from Russ on if a new complete stormwater review needs to take place before the board can move ahead on any changes or additions, including playground, fitness equipment. Kyle will update.

Park Reservation Agreement motion was made by Alicia to send the Park Reservation Agreement to the Board of Supervisors for their review, approval, and implementation for all organizations usage of any portion in the Coolbaugh Township Municipal Park starting in 2023, seconded by Keith, motion passed 5-0.

Need two items clarified on the Parks Expenditure Budget: \$354.60 under Adv/printing and \$479.99 under capital purchases.

Next months agenda to include Monarch butterfly garden.

Supervisor Colgan Updates:

- Asked if the board was interested in hosting a children's paint and sip event. Event would be held in building 2 at no cost to the board. Board requested additional information and a date for the event.

Kyle Knecht, DPW Foreman provided update on maintenance at the park:

- Pavilions – All have been pressure washed and all moss removed. Quotes are out to have blacktop seal coated.
- Skatepark – Quotes are out to have blacktop seal coated. Ramps will be repainted by DPW at the same time.
- Bathrooms have been pressure washed and all moss and algae removed.
- Volunteer field – Warning track will be expanded to 6' from the current 3' as then the maintainer can be used.
- Ditches at the parks have been cleaned. One remains to be done at the Touch the Truck parking area.
- Replaced boards on the picnic table at the skatepark and will continue for other tables throughout the park.
- Ask the board to include the pavilion hours from 7:00 am to 8:00 pm on the pavilion rental form and on the website.

Board thanked Kyle for the update and him and his crew on the great job maintaining the park.

Next meeting will be July 26, 2022 at 6:30 pm at the Municipal building.

Motion to adjourn at 8:56 pm made by Alicia, seconded by Jose motion passed 5-0.