

**LOWER PAXTON TOWNSHIP
PARKS AND RECREATION BOARD
MEETING MINUTES
JUNE 1, 2022**

Members in Attendance

Jim Seidler
Stan Smith
Kirby Lentz
Bob MacIntyre

Also in Attendance

Rachelle Scott, P/R Manager
Ethan Erb, Boy Scout Troop 368

Members Not in Attendance

Mayur Patel
Angela McCloskey
Neal Johnson

CALL TO ORDER

Vice Chairman Jim Seidler called the meeting of the Parks and Recreation Board to order at 7:17 pm in Room 174 of the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, PA.

PUBLIC COMMENT

There was none.

APPROVAL OF MINUTES – MAY 4, 2022

Mr. Smith made a motion to approve the May 4, 2022, Park and Recreation Board meeting minutes. Mr. Lentz seconded the motion, and it was followed by a unanimous vote of approval.

CANNED JAMS UPDATE-EAGLE SCOUT PROJECT

Ethan Erb provided an update on his Eagle Scout project, "Canned Jams," benefit concert to be held on August 13 at Heroes Grove for the Lower Paxton Township sound garden.

1. The goal is to raise \$2,500.

2. Met with Polly Murphy of the Lower Paxton Community Foundation to set up an account for Canned Jams Festival so that all sponsor checks can go through the foundation.
3. A first aid table will be able set up to treat basic outdoor issues and will be manned by a member of the Medical Reserve Corp.
4. Visited 15 local businesses regarding sponsorships. There are 10 more to visit. No one has committed to definitely sponsoring the event yet.
5. Obtained gift card from Bed, Bath, and Beyond for \$25 to be used in a potential raffle.
6. Set up a fundraiser at Teds on June 27 from 4 – 9 pm.
7. Request submitted to Chipotle at Colonial Commons for an August 2 fundraiser.
8. Will be submitting an online request for Five Guys fundraiser.
9. Businesses have offered to display a flier for the event.
10. Mild Heat and Velcro Mary will play at the concert. Joe Tortel from Mild Heat, is requesting two bass speakers, four monitors, two regular speakers, soundboard, six microphones and stands. Will provide rental prices.
11. Concessions – will provide 20 boxes of chips totaling \$400.
12. Will donate drum set for use at the event.
13. A table will be set up for donations (raffle, 50/50)
14. Choir will sing in one of the “in between” spots.
15. Sponsorship opportunity for businesses that donate \$500 will include a shout-out on River 97.3. River 97.3 can do 50 shout-outs for two weeks prior to the event. This would include sponsor and event shout-outs. In return, River 97.3 will be advertised on fliers and possibly have a table at the event.
16. Created Canned James Facebook Page for the event.

Mr. MacIntyre suggested talking with someone at Guitar Center regarding needed equipment. If they will provide equipment, he suggested putting a big banner in front of the bands “Sound equipment courtesy of Guitar Center.” Ms. Scott noted she will be reaching out to Jim Milbrand of the Lower Paxton Township Variety Band because they could possibly help with mic stands and basic equipment.

Mr. Seidler asked if starting later would be advantageous since evenings are cooler. Ms. Scott confirmed the facility is available if they choose to start later.

OTHER BUSINESS

The Board discussed Park and Recreation Board member meeting attendance. After discussion, Ms. Scott was asked to review the attendance policy and provide it to Chairman Neal Johnson.

AUTUMN OAKS UPDATE

Ms. Scott stated she has requested the electrician to provide a price for the electrical work, but he has not yet done so. She noted PP&L would also have to get involved since there is nothing at the location. Ann Yost, architect for the Master Plan Committee questioned if electricity is really needed at the location since the park will close at dusk and there are so many other things that need to be updated. It was asked if the lights are necessary if developer is willing to do the other updates. Ms. Scott stated she does not feel comfortable accepting the park with all the work that needs to be done. According to the agreement with the developer, the only items they are responsible for is two parking lot lights and electricity to the pavilion. Discussion followed. Mr. Smith confirmed that the developer has agreed to take of all other work and updates but does not want to take of the lighting and electric. According to the original agreement, the developer originally agreed only to the lighting. Mr. Smith stated knowing the cost of the lighting would be useful information if we are trying to work a trade-off. At some point, residents will ask for lighting, and we will have to absorb that cost. Mr. MacIntyre stated we may end up giving away \$25,000 and then taking on \$100,000. Ms. Scott stated she will continue to work with Tyndale to pursue the cost of lighting.

STATUS OF MASTER PLAN

Ms. Scott stated the potential of a new mission statement and values was discussed at the recent meeting for the Master Plan Committee. Ms. Scott reviewed the mission statement and the core values discussed at the meeting. Ms. Scott noted the next meeting will be June 30 at Kings Crossing Park. Along with people and organizations from the community, staff including the Public Works Director, Communications Manager, and Public Works Operations Manager have been interviewed. Items that could be worked on have been identified through the internal interviews. It was discovered that Public Works and the Parks and Recreation Department do not have a complete inventory of all facilities and amenities in the parks. Ms. Scott noted park attendants have now been provided with a check list to complete an inventory for each park.

Ms. Scott also noted staff is trying to identify a better solution to the work order process. A solution being considered is to enter items into a GIS system to better track them. Ms. Scott stated staff will be working on a written agreement with the sports organizations that use Township facilities. Discussion followed regarding how this new agreement will tie into the field requests they submit each year. Mr. MacIntyre suggested requesting organizations to identify people in their organization who are taking salaries or receiving payments for work being done for the organization (including paid trainers). Mr. Smith asked if we should consider allowing an organization to secure fields for a certain number of years if they are responsible for maintaining the fields. He noted this would eliminate the annual field request. Discussion continued.

Mr. Lentz asked how much is being charged for tennis and basketball lights. Ms. Scott replied twenty-five cents for fifteen minutes. Ms. Lentz asked how much income was brought in last year. Ms. Scott replied income generated from light usage was \$990.

Ms. Scott stated a focus group meeting with youth sports organizations utilizing the parks will be held on Monday at 5:30 p.m. A focus group meeting with adult sports organizations utilizing the parks will be held at 7 p.m. One representative from each organization has been invited to attend.

PARK UPDATES

Ms. Scott stated we were supposed to host the Brightbill basketball court ribbon cutting ceremony on June 6, opening night of the Brightbill Basketball League. However, it is being rescheduled due to a conflict with the Board of Supervisors and the Commissioners. Ms. Scott stated she will inform the Board when the opening is rescheduled.

Ms. Scott thanked Board members for coming to the Centennial Acres ribbon cutting ceremony.

Ms. Scott stated Lamplight playground should be finished this week. The ribbon cutting will be combined with Kings Crossing playground which should be completed this week as well.

Ms. Scott noted she is in the process of ordering a new modular storage and restroom for Brightbill Park to be installed in the fall. It has two multi-flush restrooms that are ADA compliant, with two toilets in each one and one urinal in the Men's restroom. The storage space is much larger than the present one. Public Works will be removing the present building and setting up the base. CXT, a CoStar company, will be installing it. Mr. Smith confirmed that it meets all upgraded codes.

Ms. Scott stated she is working on a new Parks and Recreation logo. She presented proposed designs to the Board.

Ms. Scott stated she is working on a comprehensive sign plan that should be in by the end of the year.

PARK UPDATES

Ms. Scott provided the following update:

1. Brightbill Basketball League and the Summer Volleyball League start June 6.

2. Brightbill Basketball League consists of 62 teams, 115 volunteer coaches, and 645 youth participants. Due to the increased numbers, the league will also use one Koons Park court for the first time in several years.
3. The summer volleyball league consists of 17 teams, 7 in B/BB and 10 in A/AA. There are no men's teams this year.
4. Summer camp starts June 13 with Koons and Brightbill Park with registration at full capacity of 40 children at each location, along with a waitlist. The Kohl Park location has 15 campers registered for each week.
5. The first concert and movie at Heroes Grove will be June 10.
6. There was recent vandalism at George Park. The ladies restroom door was broken off. It was able to be repaired.
7. Graffiti has been painted on the Lamplight basketball court. Police have been made aware so they can possibly increase their patrol of the park. A postcard saying "See something, say something. Keep our parks clean." is being sent to the Lamplight residents.
8. Paxtonia fields' lease agreement is moving forward. Negotiated with the School District that they will pay for the porta-john rental which has been costing the Township \$3,700 a year. The Township will continue to mow and remove trash. The School District will pay the Township \$3,500 to remove the trash for the ballfields on the weekends. The agreement represents an approximate 50/50 split. The Township will spend approximately \$7,000 which is down from the \$14,000 spent previously. The agreement will include a clause that allows the Township to terminate the agreement if Paxtonia Athletic Association folds because Paxtonia AA is doing a lot of the maintenance, paying the electric and water, and fertilizing the fields. The School District will be responsible for the batting facility. They are allowing Paxtonia AA to rent it out to local organizations.
9. A DCNR 50/50 grant in the amount of \$1,040,000 (\$520,000) has been applied for. A CFA grant in the amount of \$250,000 has been applied for. The local share grant in the amount of \$150,000 for Brightbill Park playground is being applied for also. The Master Plan will also allow the Township to apply for additional grants.

ARTS COUNCIL ACTIVITIES

Ms. Scott provided the following report:

1. Kicked off the Possibility Place Mural Contest and sent information to all the arts schools and art contacts in the area. A rubric has been created to judge the artwork.
2. Working on getting new artwork displayed at Irgos.
3. Book Club will take place on June 16.

GREENWAY COMMITTEE ACTIVITIES

Mr. Seidler provided the following update:

1. The next trail maintenance will be June 25 at Oak Park Trail.
2. Cleared Kohl Park boy scout trail to keep growth off the tractor dust.

COMMUNITY ENGAGEMENT ACTIVITIES

Mr. Seidler provided the following update:

1. No meeting was held.
2. Mr. Seidler will be out of town June 22 through July 1.
3. Dropped off awards for 5-K at Awards and Engraving.
4. Asked PR Board members to volunteer at 5K.

Ms. Scott stated a Brown and Brown sponsorship in the amount of \$1,000 was received. There are ten runners registered at this time. Staff will distribute race flyers at CASA's 5K being held on June 25 at George Park. Ms. Scott will send CASA's 5-K loop to Mr. Seidler.

ADOURNMENT

The meeting adjourned at 8:40 p.m.

Respectfully submitted,

Kathryn A. Sawyer

Kathryn A. Sawyer
Recording Secretary

