

Jackson Township Recreation Commission Minutes

DATE: August 15, 2006

TIME: 8:00 p.m.

MEMBERS PRESENT: Tim Davis, Regina Markovich, Darren Brown, Carl Smith, John Lythgoe, Al Pagano Absent: Al George

CALL TO ORDER: Meeting was called to order by Tim Davis

ORDER OF BUSINESS; AGENDA ITEM	DISCUSSION	ACTION/RECOMMENDATION	INDIVIDUAL(S) RESPONSIBLE	EXPECTED DATE OF COMPLETION
Interim Chairperson	Discussed need to appoint an interim Chairperson	Motion made by C. Smith to appoint Tim Davis as interim Chairperson. Motion 2 nd by Darrin Brown; all in favor; motion carried.	T. Davis	
Interim Co-Chairperson	Discussed need to appoint an interim Co-Chairperson	Motion made by D. Brown to appoint C. Smith as interim Co-Chairperson. Motion 2 nd by J. Lythgoe; all in favor; motion carried	C. Smith	
Interim Secretary	Discussed need to appoint an interim Secretary	Motion made by C. Smith to appoint R. Markovich as interim Secretary. Motion 2 nd by D. Brown; all in favor; motion carried	R. Markovich	
Pledge of Allegiance		Members said Pledge of Allegiance		
July Minutes Approval	Members reviewed the July minutes Special Meeting – no minutes received	Correction to minutes: name on members present: Al George, not Al Slippy Motion made by D. Brown to accept the minutes as corrected; motion seconded by C. Smith; motion carried Motion made by J. Lythgoe to table minutes; 2 nd by D. Brown; all in favor; motion carried		

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Update: Projects and Progress	<p>Tim Davis discussed park projects and progress.</p> <ul style="list-style-type: none"> -Mitchell field lighting has been authorized and approved up to \$4000.00. REA has been contacted but has not yet responded with final recommendations of lighting needed, poles etc. -Recreation Commission was authorized by the supervisors to gather cost estimates of Pavilions for Mitchell Park. -Supervisors authorized American Forestry to evaluate timber at Mitchell Field and other locations -Playground equipment at Leidy Park had been authorized, but is currently on hold dues to prevailing wage and bidding issues. -Land acquisition at Leidy Park is currently in being handled by Mr. Custer; not further action at this point. -Veteran's Park – Electrical contract authorized by the supervisors; Al Slippy is assisting with the project; additions and expansion of monument in progress -Grass cutting close to budget -Porta Johns at Mitchell will need removed, usually October -Recreation Assistant authorized by Supervisors and hired; Kelly Lundgren will assume position; start date August 28 -Recreation publication map in progress; T. Davis has been working with Matt Pfiel on the project -Chickaree Mountain request – no news from Dept. of Forestry 	<p>Tim Davis made the recommendation to assign committee members to various projects/parks. Members would be responsible for giving a report at each monthly meeting. If a member cannot attend the meeting, a written report should be submitted. Assignments are as follows:</p> <ul style="list-style-type: none"> Mitchell Park – Darrin Brown, Al Pagano Veteran's Park – John Lythgoe Leidy Park Land Acquisition, Playground Equipment, Chickaree Mt and Forestry – C. Smith Liason to Recreation Assistant – T. Davis R. Markovich 	<ul style="list-style-type: none"> Darrin Brown, Al Pagano John Lythgoe C. Smith T. Davis, R. Markovich 	<ul style="list-style-type: none"> Monthly meetings Monthly meetings Monthly meetings Monthly meetings

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<p>New Business</p> <p>Liason Meetings with YPCC</p>	<p>Projects and progress of parks open for discussion. C. Smith stated that a tap and meter pit was installed at Veteran’s Park; line not yet installed.</p> <p>C. Smith stated that the Dept. of Forestry has not yet taken control of the mountain. A letter from the Rec. Commission had been sent with a follow-up phone call.</p> <p>T.Davis announced that the draft copy of the Master Plan was sent to DCNR in Harrisburg for review.</p> <p>YPCC, CC, North Cenral Rec Center, Snowmobile club, other organizatons all need called for list of programs and services.</p> <p>Public Comment: Dave Hirko announced that former Rec member, Al Slippy, volunteered to assist at any time. T. Davis suggested that he will call Al. Slippy as appropriate</p> <p>Discussed the need for coordination of activities with the CC Coalition so that activities are not duplicated and services shared</p>	<p>T. Davis and R. Markovich will continue to be the liasons with the YPCC</p>	<p>T. Davis, R. Markovich</p>	

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Veteran's Park Gazebo	John Lythgoe discussed the need for a gazebo at Veteran's Park. The gazebo could be used for concerts, weddings, etc, and would provide outdoor activities under roof. T. Davis suggested using the edge of the pavilion and building the gazebo out from the pavilion.	C. Smith made a motion which would authorize J. Lythgoe to proceed with investigating the gazebo design and acquiring cost estimates for a planned gazebo at Veteran's Park. Motion was seconded by R. Markovich. No public comment; motion carried.	J. Lythgoe	September 19, 2006
Follow-Up on New Business from the July Minutes	R. Markovich suggested that we follow-up on the new business from the July minutes, specifically approving the job description for the Recreation Assistant and defining a Mission Statement.	C. Smith made a motion to adopt the job description as a guide to assist the recreation assistant in performance of job duties. Motion seconded by J. Lythgoe. No public comment; motion carried.	C. Smtih, R. Markovich, A. George	August 15, 2006
	Ad hoc committee to develop the Job Description included R. Markovich, C. Smith, and A. George	R. Markovich will develop a mission statement for discussion at next meeting	R. Markovich	September 19, 2006
Recreation Assistant job functions	C. Smith discussed possible activities i.e. Winterfest and Fallfest. Much discussion related to activity planning and role of recreation assistant. Discussed need for a meeting prior to the next regularly scheduled meeting in September to decide possible activities and also to perform safety inspections at the parks.	J. Lythgoe made a motion to schedule a meeting for August 22, 2006 at 7:00 pm for the purpose of discussing recreational activities and projects for the future and a workshop for August 29, 2006 to perform safety checks and orient all members, including the Recreation Assistant, to all the Parks. D. Brown seconded the motion; motion carried.	Recreation Members, Recreation Assistant; public	August 22, 2006 August 29, 2006
Adjournment	Meeting was adjourned by T. Davis.	Next regularly scheduled meeting Sept. 19, 2006		

Submitted by,
Regina Markovich

