STILLWATER TOWNSHIP
RECREATION COMMISSION
MAY 2, 2016

The regular meeting of the Stillwater Township Recreation Commission was held on May 2, 2016 at the Stillwater Municipal Building. It was called to order at 7:00 pm by Commission Chairperson Rachael Gullette with the statement read that this meeting is in compliance with the Open Public Meetings Act, followed by the flag salute.

Members present: Mr. Ashley, Ms. Fritsch, Ms. Gullette, Ms. Hess, Mr. Manser, Ms. Richardson
Members absent: Mrs. Delaney

MINUTES

Motion by Ms. Richardson, seconded by Ms. Fritsch, that the minutes from the April 18, 2016 meeting be accepted as corrected. There being 5 yes votes and 1 abstention, motion carried.

BILLS

The following bills were presented - NJ Herald (mtg. date chg.) $6.90, Clean Up Day Vouchers $3,200.00 for a total of $3,206.90. Motion by Ms. Fritsch, seconded by Ms. Richardson to approve the bills. Motion carried by unanimous vote.

CORRESPONDENCE

Letters were sent as requested at the last meeting to the Sheriff for requests for Stillwater Day. Stacey Michaelman regarding her request to advertise on the garage sale day map, and Kyle Slack regarding parking at Veterans. Letter from Lynda Knott with regards to a new 20' steel container for Rec. Commission use. Misc. catalogs and ads.

OPEN PUBLIC SESSION - Agenda items only - 7:12 - 7:15pm.

Kathy Fobes-Jacoby - Green Team Rep. as well as Clean Communities Coordinator, she wanted to commend all on clean up day.
Bill Hughes - Stillwater Fire Dept., he is here to see what the fire dept. needs to do for Stillwater Day, he was under the impression that this commission wanted someone from the fire dept. to be in attendance at this meeting to answer any questions. More to follow when we get to that portion of the meeting.

AMENDMENTS TO THE AGENDA

New Business - Donated Property

OLD BUSINESS

1) Field Use Applications - Ms. Hess stated that she only has one form in for Veterans. Discussion followed on lacrosse and softball, the forms may have been misplaced, we will look into this.
2) Playground - Ms. Gullette spoke to Jim from Liberty Playground, the pavilion prices/sizes he gave us were much bigger then we need. He emailed a new price list with many different size options. Ms. Gullette provided this to Mr. Manser to add to his quotes. The pricing would be less if it was combined with the playground as we had agreed upon doing them simultaneously. These prices are for steel frame, currently Mr. Manser has prices for wood frame, steel siding and steel roof. We still do not have a playground quote.
3) Pavilion - Mr. Manser is still waiting on an updated quote from Pioneer, to include the finished inside roof and concrete floor. Also questioned whether it needs to be a prevailing wage quote.
4) Clean Up Day - Ms. Fritsch gave the totals for garbage as well as recycling. The totals have been corrected to reflect all the tickets of that day, garbage - 374 lbs. and recycling - 757 lbs., and 13 tires. There were a total of 19 groups who participated, the Historical Society only had 2 members, they still went out and cleaned but were not eligible to collect the money. There were a few others that did not participate due to not enough people. Ms. Fritsch has the report for Kathy Fobes-Jacoby that she needs for Clean Communities. Discussion followed on whether to raise the dollar figure or to hold a second Clean Up Day in the fall.
5) Stillwater Day
a) Ms. Gullette said that Chuck Delade would like to dig a trench across the field to put conduit in, to the existing location of the portable power box for the purpose of Stillwater Day events. Mr. Fisher questioned the possibility of running electric down from the existing right-of-way. Could we get a price on that? Ms. Gullette will ask Mr. Delade to attend our next meeting to answer any questions, or we could maybe do a workshop mtg. to make it more convenient for him. The plan is based on the layout we are currently using for set up.
b) Ms. Hess asked Mr. Hughes to speak at this time regarding food, Ms. Gullette started by stating that the church(Stillwater Pres.) and other people wanted to get involved this year, with food. The problem being is that, if Stillwater Fire gives away free food, the others will not make any money. We appreciate the offer but it can't happen this way. It simply is not fair to the others attending. Mr. Hughes was under the impression that the fire department was doing all the regular food, after a meeting with Ms. Hess and Justin, Ms. Hess told him(Justin) that if Stillwater Fire is willing to do all the food, that's great. This commission never gave the approval to the fire department to do all the food, we would not want to exclude outside vendors from participating, some vendors come in last minute. Ms. Richardson asked Mr. Fisher if he and Arlene were going to do anything this year? He said, not this year based on the previous year, when Stillwater Fire started giving away their food it, hurt his sales. The Board of Health was also a concerning factor. All the new procedures were not that welcoming, Ms. Richardson said that you can comply with the Board of Health as long as you do what they ask for. It happens to be a good thing for safety purposes, we are making sure that it is a safe day. Discussion followed on the complaints from Ms. Hess about the Rescue Squad and their not being a part of the vendors this year based on the rules of Board of Health. Ms. Richardson suggested that the

Recreation Commission do hamburgers and hot dogs, if Mr. Fisher was willing to help out again this year, he will think about it. The church is going to be doing them Ms. Gullette stated. We could come up with some other option for the Recreation Commission to do, we are the ones trying to raise money for a playground. We discussed the fact that the food has to be charged for, not setting any prices, just stating that it needs to be done that way. Mr. Fisher then suggested that if Stillwater Fire wants to give back to the community, they should do it at their own firehouse on their own day, as a separate event. Stillwater Day is a Recreation Commission event. Mr. Hughes thought Stillwater Fire was told they were doing all the food and suggested that others do desserts, he is not sure if they are willing to do this if they have to charge for food. Ms. Fritsch said we cannot exclude other vendors from participating, it is not a fair thing to do. Again Mr. Hughes said that we as a commission should be able to tell vendors what they can and can't do, that the fire department is giving their food away and you won't sell anything, you can do a bake sale and then you could sell cakes. Ms. Hess said that she told Justin that she did not have a problem with the fire department doing all the food but she would bring it back to this commission. Ms. Fritsch asked Mr. Hughes "what you're saying is that if Stillwater Fire is required to charge for food, you may pull out altogether?" He said it's possible, we have our meeting and will have to decide. Ms. Hess wanted to know if that was to include the beer as well, Mr. Hughes said they would probably still do the beer. Ms. Gullette asked that Stillwater Fire let us know, there meeting is a week from Wednesday, Mr. Hughes will be in contact with Ms. Gullette to give her an answer. Ms. Fritsch then asked if we have any other food vendors, and is there a deadline to submit by? Ms. Hess stated that we do not have any others at this time. June 10th is the application deadline date. Ms Gullette is going to call Mr. Hughes after getting the paperwork from Ms. Richardson, regarding the Board of Health and the church meeting the requirements. In the meantime Mr. Hughes will try to call his members to see what they want to do. Ms. Fritsch suggested that we attach the Board of Health paperwork for food vendors to the application for Stillwater Day, this can be done next year. She also stated that we just want to make everybody happy.

c) Ms. Hess wanted to verify that we are still going to be using Russell (Gordon Prochnow) for the DJ, the price is the same as last year -$800.00 for the day. Ms. Richardson remembers after last year a discussion on the price being a bit high, we said that we should get quotes for a DJ, she will check with Kirk Kandell on a price to include the full day, with the emceeing of the pageant included. The price will be by this Friday nights workshop mtg., it will be reported then and we can make a decision that night, because of time contraints.

d) Ms. Fritsch reported on Any Excuse for a Party, they are holding the same price as last year, to include the attendants, total of $1,300.00.

e) Mrs. Delaney printed/ordered the new signs for Stillwater Day to read 3rd Saturday in June. We ordered these out of last years budget. Discussion followed on when to put the signs out, the earlier the better, possibly before Memorial Day. Ms. Richardson has ordered the 2 additional banners, while doing so and after speaking to Ms. Gullette, she also ordered a smaller banner to tell people who we are and what we do, our sponsored events. The total cost of all 3 banners came in under the original price, we paid $267.41. Ms. Richardson asked Mr. Fisher to get the Township approval for hanging the banners, this needs to go with the application to the county.

f) Ms. Richardson was wondering if we wanted to do the dunk tank again this year, Ms. Hess is still looking into other entertainment ideas.
g) Ms. Fritsch will contact Rizzo's Reptiles for a price on 2 shows, more to follow on this.
h) Ms. Hess sent a letter to the Sheriff requesting assistance for parking, the K-9 unit, if available and also the light towers.
i) We really do need to have a workshop meeting to go over details and decisions for Stillwater Day before our next meeting. It was decided that we would meet on Friday May 6, 2016 at 7 pm, at Ms. Hess' home.
6) Blankets - Ms. Hess received a notice from the town that we are being advanced the funds to purchase the blankets. She has been in contact with the company, we are doing 3 colors. The price of each blanket will be $45.00, we will have them in time for Stillwater Day.

NEW BUSINESS

1) Homeowner Letter - Ms. Hess read the letter aloud, it was discussed that we can't advertise for beer without a permit number attached to it. Ms Hess will correct this in the letter, or include a permit number.
2) Donated Property - Mr. Ashley stated that after Clean Up Day, he as well as Ms. Richardson, Mr. Fisher, Mr. Manser and Ms. Gullette went to donated property to take a look, all were surprised by the size of the property. Ms. Gullette has spoken to John Majors from Lacrosse, he is very excited about the possibility of having another field. He would be willing to come to our meeting to discuss everything with the commission. Ms. Hess stated that we are waiting to hear back from the engineer regarding permits, she has emailed him, Mr. Fisher was also going to do a follow up with him. The only thing we can do at this point is look and plan. Mr. Manser also spoke to John Majors today and was told that the Lacrosse teams are expanding very rapidly and there is a definite need to add more fields, they are using the school for practice as well now.

OPEN PUBLIC SESSION -8:20 - 8:25 pm

Jim Kline - Soccer Coordinator, he was here to hand in his field use schedule.
Kathy Fobes-Jacoby, 964 Mt. Holly Rd. - Sussex County Day was cancelled. Would the Rec. Comm. be interested in trying to sell the blankets at Sussex Cty. Day when it gets rescheduled? Does the Rec. Comm. have a pop-up tent that could be used? Would the town be able to purchase a pop-up tent for different groups to use at different events throughout the year? Ms. Hess told her she would have to ask the town committee for that, not the Rec. Comm. Kathy questioned if we should put the second clean-up day in the homeowner letter, Ms. Fritsch told her that it is for non-profit organizations and there is already a list of people that it goes to, it is not intended for residents, only groups.

COMMITEE MEMBER REPORTS/COMMENTS

Ms. Hess - Does anyone have the receipt for the seeds and stuff that were purchased for clean-up day? Ms. Richardson turned everything in to Tammy Leonard. Ms. Hess reminded everyone to file their forms.

Mr. Manser - When the letter to the Sheriff goes out for request for Stillwater Day, we should ask for the LEAD car (it is the old DARE car), stands for "Law Enforcement Against Drugs". Ms Hess will send another letter requesting this as well as the light up sign, we had this at the county garage last year advertising Stillwater Day. Mr. Manser will be checking with Partac Peat soon for pricing. The new plank for the bleachers was delivered here to town hall, he took it up to DPW and put it with everything else. The end caps are here as well, Mr. Manser will get them tonight.

Ms. Richardson - We need to meet for Stillwater Day preparations, even if we have a workshop, we would need to advertise. We will meet for a discussion at Ms. Hess' home, the date was set for this Friday. The retro-fitting of the bleachers at Stillwater Park was questioned, looking for an update. Ms. Gullette will follow up with the fence contractor, no answers as of yet.

Ms. Fritsch - Questioned the benches and the update on installation. Ms. Hess said that within the next week or two they will be done. She thanked Mr. Fisher for his help on clean-up day.

LIAISON REPORT

Mr. Fisher just wanted to clarify what was need for the county . Ms. Richardson told him it was a letter of approval from the Township to hang the banners, this is needed for the permit application. When everyone was at Donated property, someone stated that they could use the dirt from up there for a quarry, any ideas on who this may be? He was told to check with Keith from DPW.

EXECUTIVE SESSION

None

ADJOURNMENT

There being no further business, Ms. Gullette asked for a motion to adjourn at 8:37 pm. Motion by Ms. Richardson, seconded by Mr. Manser to adjourn. Motion carried by unanimous vote.

Respectfully submitted,

Tami Richardson
Acting Secretary