

STILLWATER TOWNSHIP
RECREATION COMMISSION
AUGUST 1, 2016

The regular meeting of the Stillwater Township Recreation Commission was held on August 1, 2016 at the Stillwater Municipal Building. It was called to order at 7:06 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 May 2, 2016 as well as the July 6, 2016 meetings be tabled to allow the secretary time to correct them. There being 5 yes votes and 1 no vote, motion carried.

BILLS

The following bills were presented - Mr. John, Inc. \$435.00 (regular service), Mr. John, Inc. \$287.00 (Stillwater Day), Jessica Steffens \$25.00 for a total of \$747.00. Motion by Ms Richardson, seconded by Ms Fritsch to approve the bills. Motion carried by unanimous vote.

CORRESPONDENCE

Ms. Hess was in contact with the man from Alert Graphics in regard to our coloring book order, she was able to get them to honor the original price that we agreed on, as there prices have increased. The order has been placed. Ms. Hess received an emailed field use form, the gentleman Jim will be coming to the meeting, he couldn't get here until 7:45 pm. Lynda Knott also sent an email in regards to the pavilion, Stillwater Township does require prevailing wages.

OPEN PUBLIC SESSION - Agenda Items Only.

There being no one wishing to speak, it was opened and closed at 7:11.

AMENDMENTS TO THE AGENDA

None

OLD BUSINESS

1) Field Use Applications -

Jim Kline - Stillwater Recreation League, for Volunteer Field for soccer from 8/29/2016 - 11/2/2016. More details after the teams are made, they are willing to work with Kittatinny Travel Soccer to share the field which they always do. All the certifications are in order. Motion by Ms. Fritsch, seconded by Ms. Richardson to approve. Motion carried by unanimous vote.

2) Playground - Ms Gulette and Ms. Richardson are going to be working on this together. Ms. Gulette gave Ms. Richardson the catalogs and she will be trying to get together some information soon. More to follow next month.

3) Pavilion - Ms. Hess has a handout on this, it was distributed to our commission members. She also had a memo stating, Stillwater Township Committee unanimously voted and approved \$31,263.00 from the Open Space fund for a 40x40x10 pavilion at Veterans Memorial Park. This was at the July 19,2016 meeting. Mr. Manser attended the same meeting and presented the proposal from Pioneer Pole Buildings, Inc. It was the lowest quote that was received. Last Wednesday he met with Patrick from Pioneer here to cross all the T's and dot all the I's as well as go over colors. Then went down to Veterans Park for the placement of the pavilion. The original placement of the pavilion, at the end of pavement, between softball and lacrosse, that was decided on will not work with the size being 40x40, so it was decided that day to move it back to behind the backstop of the softball field. This will give enough room because of the angle of the backstop. It was the only suitable location to not interfere with drainage easements or foul lines or outfield area. It has been marked out, with the help of the DPW. Feel free to stop down and take a look. There is about a foot and a half of pitch, some will need to be dug and some will need to be filled. The sod will be removed. Mr. Manser needed to check on the distance that is needed on each side, Ms. Hess stated that she remembered it being two feet on each side. There is a 10 -12 week backlog , so we are looking at the end of October or the beginning of November for a start date. Mr. Fisher asked if the amount of gravel was given so that DPW can get it. Mr. Manser will figure it out. Installation should only take about a week. The colors are an ivy green roof and light stone sides. The scuttle hole opening will also be added. Mr. Ashley questioned a ridge vent versus a ridge cap, he feels that a ridge vent would provide better ventilation. Ms. Gulette asked Mr. Manser to contact Patrick in regards to this, he would know better if this is going to be an issue.

4) Fair - Ms. Richardson gave an update that the fair is not doing day passes for Municipal displays as they did last year. They will only be issuing 1, possibly 2 badges. We turned in many unused tickets last year anyway. Ms. Richardson will go tomorrow when the building is open to check out the size of our board. She will be the one getting the badge. Ms. Hess said she has to go to the queen of the fair, as a coordinator.

5) Stillwater Park - Ms. Gulette talked with Jerry from DPW, their schedules have not allowed them to meet at the park together. She has gone down and walked the park and gave a list to him to go over. Jerry had a question on the net for the tennis court, he was unable to find a record of that. It was stated that Tammy Leonard or Lynda Knott handled that. He will look at the tennis court, being that it is a special product, to know if it can be repainted or does it need to be resurfaced. Ms. Gulette said she will be calling him because she gave him a week to go and look to see what can be done quickly and monetarily. Ms. Gulette also said she has been questioned as to when the signs are going to be installed at Stillwater Park. Ms. Hess said we have not done that park yet, until we get the one park done, we cannot proceed with the others.

6) Garage Sale Day - Ms. Hess stated that we had 71 this year, up 4 from last year. A few people thought they were not listed on the map, it was just an oversight on their part, they were listed. The only complaint that she heard was that it wasn't advertised enough. The signs were out a month in advance, it was on the website as well as facebook and tv. Posters were up at different locations locally. Ms. Fritsch asked if it was submitted to the Herald, Ms. Hess said she was having problems with her computer and thought things were sent. She thanked Mr. Ashley and Ms. Richardson for putting the signs out so far in advance. Ms. Hess and Mrs. Delaney picked up the signs a few weeks after Garage sale day. As always some have gone missing. We will work on the fall garage sale day. Do we want to spend the money for more signs, for the fall garage sale day, this day may or may not work well. It is what was asked for by the residents. It has been advertised on the map. Ms Fritsch again asked about the Herald and if they have a spot that we can pay for to advertise the garage sale day. They do have a space in the classified section for garage sales. We should pay to put it in there. The fall date is October 8, 2016.

7) Clean Up Day - Ms. Fritsch does not have weekends available this fall to be able to run it. If anyone wants to take it over that would be great, or we could just table it until the spring. It was decided to table until next year.

8) Summer Camp - The deadline has been extended until this Friday, we did not have a huge turnout as of yet. We are only up to 11 children so far. The website and facebook have the deadline extension dates listed. Last year we had 28 or so children.

9) Partac Peat - Mr. Manser would like to carry this over to next month so that the crab grass in the diamonds can die off and be raked out first. Then we can proceed with the clay. He will check with Partac for a new quote with delivery included.

10) Signage - Ms. Hess said that this came up at the town meeting, a couple of things were mentioned. The committee would like to add No Littering and No Loitering. She also said that we have to get the map, Mr. Fisher said that it is being worked on by the town engineer. Ms. Hess also said we need to know what size we want it to be, as well as how many we want. A discussion on the size of the sign followed, some feel it should be 3'x 5', some feel it should be 2' x 3'. More to follow on size in the future. 17 rules are to be listed on the sign, we should number them in appropriate order. Ms. Gulette will go look at the sign in Hampton at the pit tomorrow.

NEW BUSINESS

1) Flyers for Halloween Decorating - Ms. Fritsch thinks we should start advertising sooner than later. Ms. Hess wants to know if we want to do the same as last year, Ms. Richardson suggested that we do 1st, 2nd and 3rd place versus the categories. It was very difficult to judge that way, we had a lengthy discussion on the entries last year before finally voting on the winners. The only difference would be the prize dollar amounts would have to be changed, to reflect 1st, 2nd and 3rd place. Ms. Hess will have the flyers for next month. The judging will take place on October 29th, the deadline for entries is October 26, 2016.

OPEN PUBLIC SESSION - 7:46 - 7:49 pm

Lou Sylvester, 945 Old Schoolhouse Road. He would like to congratulate and commend us on the facility at Veterans Park, it is a much needed. He said that there is a gentleman that is an administrator at Hopatcong High School, his name is Dave Pierson, he lives in Hampton Township. Mr. Pierson has a tennis court maintenance business, he may be able to help with some of our questions regarding Stillwater Park. Mr. Sylvester once again addressed the parking area at Veterans Park, stating that his proposal of millings was submitted last year, he feels it would be a tremendous improvement.

COMMITTEE MEMBER REPORTS/ COMMENTS

Mr. Manser would like a letter to go out for SLAP, trail maintenance at Veterans as well as some work at Stillwater Park. We have \$4,000.00 in field maintenance money, the only thing that is planned so far is clay. Mr. Fisher stated that Open Space Money can now be used on all the parks, Ms. Knott said there have been changes that make this possible now.

Ms. Hess said that since the pavilion location has been changed, we may want to consider changing the location of the playground as well at Veterans. SLAP possibly could start to cut back little by little to allow more room. She also said that the pavilion would have a concrete floor, it will be more durable and easier cleanup.

Mr. Ashley asked Mr. Fisher for an update on the upper parking area at Veterans, he said he is still waiting on the engineer.

LIAISON REPORT

Mr. Fisher stated that when meeting with Patrick from Pioneer Pole Buildings, Ms. Chammings had suggested putting in fasteners for picnic tables. Ms. Chammings suggested that we continue the pavement from the existing part to the pavilion to comply with ADA act. We can put it into the budget request for a later time. Mr. Fisher will try to get in touch with Mr. Vreeland again.

EXECUTIVE SESSION

None

ADJOURNMENT

There being no further business, Ms. Gulette asked for a motion to adjourn at 8:01 pm. Motion by Ms. Richardson, seconded by Mr. Manser to adjourn. Motion carried by unanimous vote.

Respectfully submitted,

Tami Richardson