



Centre Region Council of Governments  
**CENTRE REGION PARKS AND RECREATION BOARD**  
**CENTRE REGIONAL RECREATION AUTHORITY**

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*Serving the Borough of State College and the Townships of College, Ferguson, Harris and Patton*

***Approved Minutes of Regular Meeting***  
Thursday, 15 March 2012 at the COG Forum Room

**I. CALL TO ORDER and ROLL CALL**

Vice-Chair Roy Harpster called the meeting to order at 12:20 P.M.

Board members attending (4 of 6):

Roy Harpster, Vice-Chair

Chris Hurley

(Ms. Macolo and Ms. Conway were traveling out of town.)

Staff: Ronald J. Woodhead, Director

Molly Hetrick, Rec. Sup. Nature Center

Virginia Shawley, Sr. Center Supervisor

Jim Steff, COG Executive Director

Others: Bill Keough, Ferg. Twp. Supervisor

Kathy Matason, Secretary

Donna Ricketts

Jeff Hall, Rec. Supervisor Sports & Fitness

Jim Carpenter, Parks Supervisor

Beth Lee, Rec. Supervisor Programs & Special Events

Chrissy Kisslak, Office Manager

Stan Smith & Joe Thomas

**II. COMMENTS FROM THE PUBLIC** - Mr. Stan Smith of Oak Hall inquired as to proper procedure to get on agenda for the upcoming discussions pertaining to the Oak Hall Regional Park plans. Mr. Woodhead thanked Mr. Smith for coming and informed him that he may request to be on the agenda for any of the upcoming public meetings of this committee, the Parks Capital Committee or the College Township Board of Supervisors. He must simply make a request to the appropriate staff. Mr. Smith indicated that he wished to be on the agenda, along with two or three other Oak Hall residents at the next Joint Meeting of the Board and the Parks Capital Committee meeting on 12 April 2012. Mr. Woodhead assured him that he would honor his request. Mr. Joe Thomas, also a resident of Oak Hall, stated that he welcomes the regional park and feels it will enhance the area, promote green space and make College Township a gateway to the Centre Region, but that the traffic issue in the area is of great concern and also the addition of the lighted fourth field. They were also concerned about the need for a 2<sup>nd</sup> park driveway.

Mr. Harpster discussed the new lighting technology proposed for the park and offered that all the years he played at Hess Field (with one driveway), there was never a substantial traffic issue. Mr. Steff outlined that the master plans for the 3 regional parks were approved by all six municipalities unanimously. Any revisions to a master plan would also need to be unanimously approved by all six municipalities. This board will not be the decision makers for these concerns; the Board would need to present any proposed changes to the Elected Officials for a vote.

**III. APPROVAL OF MINUTES** - Following a motion by Mr. Hurley and seconded by Ms. Matason, the minutes from 16 Feb 2012 meeting were unanimously approved.

**IV. VOUCHER REPORT** - Following a motion by Mr. Hurley and seconded by Dr. Ricketts, the February 2012 voucher report was unanimously approved.

**V. COMMUNICATIONS** - The Centre County Community Foundation has invited the Authority to attend their "2012 Grant Distribution Ceremony" at the Centre County Visitor Center from 4-5:30 PM on Thu. 5 Apr 2012. The Director will be attending and will accompany any other Board members who wish to attend. RSVP's have been requested. As a result of resident donations, the Authority benefits from four Endowment Funds at the Foundation (two for the nature center and two for the Municipal Band).

**VI. COMMITTEE REPORTS** - Municipal Boards & Committees

*Patton Twp. Rec. Advisory Committee:* welcomed a new committee appointee, Mr. Greg Turner.

*Harris Twp. Park & Recreation Committee:* the playground equipment has arrived for Fasick Park and will be installed by a contractor once the weather improves.

*College Township:* No report.

*State College Borough:* No report.

*State College Area School District:* No report.

*Ferguson Township:* No report.

**COG Parks Capital Committee** -A joint meeting was held on 8 Mar 2012 and included (1) a discussion on the Staff Organizational Report and (2) the draft parameters for the two “recreation building” sites at Whitehall Road Regional Park. Authority action on the Staff Organizational Report is requested below. The next joint meeting on 12 Apr 2012 will focus on (1) an update by Mr. Pashek on the Oak Hall Regional Park Plan, (2) an update from the Community Tennis Association regarding the possible construction of an indoor community tennis court building on the site of the Whitehall Road Regional Park and (3) per Stan’s Smith request, the Oak Hall Village Assn. will discuss their concerns with the Oak Hall Regional Park plans. An update on the CTWA Water Well Project will also be provided.

**Nature Center Advisory Committee** - Molly Hetrick outlined the results of the 2012 officer elections which include Rick Marboe as Chair and Jennifer Suhey as Vice-Chair. Discussions of the Committee focused on Phase II of the Spring Creek Education Building plans and the parking lot area of the new building. There will be communication with our past donors to get a feel for the level of participation anticipated for Phase II before a fundraising plan proceeds.

## VII. STAFF REPORTS

### Director’s Report

**February Activity Report** - Mr. Woodhead reviewed February highlights with the Board. The unseasonably warm spring has sparked early registrations and reservations for both programs and outdoor facilities. In addition, PRPS has announced that the COG and CRRA will be jointly awarded the “2012 Local Government Award.” Dan Klees, Jim Steff, Kathy Matason and Roy Harpster have accepted the invitation to attend the PRPS Awards Banquet to receive this award on behalf of these two bodies.

**Parks Maintenance Building Site Evaluation** - A Scope of Work / Request for Proposal has been issued for Site Evaluation Services for this project. A proposal is expected for action at the Board meeting on 19 April 2012. The cost for the study is part of the approved 2012 Budget.

### Supervisor Highlights

*Beth Lee - Recreation Supervisor for Programs & Special Events* - working on marketing Spring programs, hiring summer staff, compiling the Summer Active Guide which will be published in the CDT on 29 April, preparing for both the Teen Flashlight and 54<sup>th</sup> Annual Easter Egg Hunt (on 4 & 7 April, respectively).

*Molly Hetrick - Recreation Supervisor - Nature Center* - programming that historically started in April is now starting in January since the new building has opened and the Nature Center is a year-round facility. There are more requests for tours of the facility now that the furniture has arrived and the window blinds have been installed. Summer camp preparations are also underway.

*Jim Carpenter - Parks Supervisor* - due to the warmer than normal spring weather, crews are starting park preparations about a month ahead of the normal schedule. Staff is now hiring seasonal employees in order to get ahead of the workload.

*Virginia Shawley - Senior Center Supervisor* - the center has been busy preparing for senior games and also purchasing items provided for by the Gackenbach Estate bequest. The center will be testing the card swipe system in order to better track program visits.

*Jeff Hall for Todd Roth (absent)- Aquatics Supervisor* - Pools open in 73 days! With the nice weather, pool clean up and preparation will begin very soon. There have already been several pool reservations made, primarily for end-of-school picnics in June. Todd is also investigating some

new program and event leads for the upcoming season.

*Jeff Hall - Recreation Supervisor for Sports & Fitness* - spring enrollment for several fitness classes was low and two of them were cancelled due to low enrollment. Most all other classes are at normal levels. Youth soccer starts soon with good enrollment. Volleyball and basketball leagues are going strong with about a month left until that season ends. There are seven teams registered in both the 35+ and 45+ softball leagues as well as 12 teams in the men's softball league. There will be approx. 7 or 8 teams in the women's softball league. The local coed league may ask to be a part of the Parks and Recreation program this season ; that league has 12 teams in 2011. Regarding facility requests, to date there has been 19 groups requesting 45 fields for spring and summer alone. Staff is busy trying to provide a field for each request.

## **VIII. INFORMATIONAL ITEMS**

### **Regional Park Planning Update**

1. Mr. Pashek has proposed to provide an update to the Board and Parks Capital Committee at the Joint Meeting on 12 Apr 2012.
2. The Oak Hall Regional Park "Land Development Plan" will be discussed by the following College Township committee meetings:
  - CT Parks & Recreation Committee: 7 PM on Mon. 16 Apr 2012.
  - CT Planning Commission: 7:30 PM on Tue. 17 Apr 2012 (at 8:30 PM for our plan)
  - CT Council (if scheduled for action): 7 PM on Thu. 10 May 2012.

### **Hess Field Complex**

1. The current 2012 Tournament & League Schedule was presented by Mr. Hall. Youth and adult leagues will play weekly at the complex, and there are 10 tournaments scheduled currently. The concessionaire's menu and schedule was forwarded to each team in order that they may plan their meals around their games.
2. Mr. Woodhead updated the Board on the public water service project at Hess Field. The goal is to have water at the park by the 9 May Rededication Ceremony. It appears that the easement for the water line will be donated by one of the neighbors along Woodside Drive. The pipeline route should minimize the digging and rock barriers previously encountered with the power line burial. The Water Authority is considering waiving the fees usually associated with the hookup of new service - which is greatly appreciated.
3. Mr. Woodhead summarized the Harris Township Board of Supervisors meeting held on 12 Mar 2012 where the request that the Sign Ordinance be amended to permit the proposed fence banners and the sponsored-scoreboard at the Hess Complex. The Township reported that the agency may be able to seek sponsors in June at the earliest however staff is concerned that sponsors will want the banners on the fields in early May in order to maximize exposure. Staff will continue to work with Harris Township in hopes of getting the earlier time frame approved.

## **IX. ACTION ITEMS**

### **Visitor's Bureau Grant Application** - Following a motion by Dr. Ricketts and seconded by Ms.

Matason, the Board unanimously authorized the grant application to the Central PA. Convention and Visitor's Bureau "Tourism Grant Program" for improvements to Millbrook Marsh Nature Center. The proposal is to purchase and install interpretive signs along the boardwalk at the Nature Center since the facility is not staffed at all times.

### **Phase 1 Archeological Survey Proposals** - Following a motion by Ms. Matason and seconded by Mr.

Hurley, the Board unanimously awarded the Phase 1 Archeological Survey Study of Hess Field to Heberline Associates of Alexandria, PA in an amount not to exceed \$8,190.64. Although this firm's bid was not the lowest, the principal of the firm produced a document showing that the property at Whitehall Road was previously studied (in 1979) and therefore a new study is not

required at that site. In addition, this principal called the Commonwealth and informed them of the whereabouts of that documentation, which the state approved. In view of this value-added research, the relative proximity of the company and the fact that the Whitehall Road study no longer needs performed due to this research, the Board acted to awarded the contract.

**2012 Pool Chemical Bid Awards** - Following a motion by Ms. Matason and seconded by Dr. Ricketts, the Board unanimously awarded the bid for Summer 2012 chemical purchases for Welch and Park Forest Community Swimming Pools to the following:

1. For bulk Liquid Chlorine: to **Univar USA**, Altoona @ \$1.63 per gallon, delivered.
2. For Hydrochloric Acid: to **Univar USA**, Altoona @ \$41.85 per drum, delivered.
3. For Calcium Chloride: to **Main Pool & Chemical Co.**, Avoca @ \$12.25 per bag, delivered.
4. For Sodium Bicarbonate: to **Barber's Chemicals Inc.**, Sharpsville @ \$14.75 per bag, delivered.

**CRPR Staff Organizational Report** - Following a motion by Mr. Hurley and seconded by Ms. Matason, the Board unanimously endorsed the CRPR Staff Organizational Report as presented to the CRRA and the COG Parks Capital Committee.

**Sportfield Lease with SCASD** - Following a motion by Mr. Hurley and seconded by Dr. Ricketts, the Board unanimously approved "*That the Authority renew the ten-year Lease Agreement with State College Area School District for the five sportfields at three elementary schools.*" The School Board has approved the renewal of the 10-year lease to the CRRA for five sportfields at three elementary schools for \$1 per year. The current lease expires later in March.

**X. ADJOURNMENT** - The meeting was adjourned with a motion by Mr. Hurley and a second by Ms. Matason.

#### **FUTURE MEETING SCHEDULE**

- COG Parks Capital Committee: Thursday, 12 Apr at the COG Forum Room, 12:15pm
- Centre Regional Rec. Authority: Thursday, 19 Apr at the COG Forum Room, 12:15pm

THE NEXT REGULAR MEETING has been scheduled for  
Thursday, 19 Apr 2012, 12:15 PM at the COG Forum Room

*Meeting summary prepared by Chrissy Kisslak, CRPR Office Manager*

*These minutes were approved by the Board on Thursday, 19 Apr 2012.*

*They will now be distributed to Municipal Managers, SCASD and posted on the CRPR website.*

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