

CENTRE REGION PARKS & RECREATION AUTHORITY
***APPROVED* BOARD MEETING MINUTES**
October 17, 2013

I. CALL TO ORDER

Chairperson Mascolo called the meeting of the CRRA Board to order at 12:15 PM at the COG Building Forum Room with the following individuals in attendance:

Board (5 of 6): Mses. Mascolo, Conway, Ricketts; Messrs. Hurley, Harpster.

Others: Messrs. Steff, COG Executive Director; Woodhead, CRPR Director; Mascolo, Ferguson Township Supervisor; Keough, Ferguson Township Supervisor; Warner, Harris Township Supervisor; Viglione, COG Finance Officer; Carpenter, Parks Manager; Roth, Aquatics Supervisor; Hall, Recreation Supervisor; Pashek, Pashek & Associates; Popovich, AP Architects; Wenger, COG Construction Manager; Mses. Tourscher, Program Manager; Hetrick, Nature Center Supervisor; Clitherow, Acting Senior Center Supervisor; Kisslak, Office Manager/Recording Secretary

II. COMMENTS FROM THE PUBLIC No comments.

III. APPROVAL OF MINUTES

A motion was made by Ms. Conway and seconded by Mr. Harpster to accept the minutes of the September CRRA Board meeting as presented. The vote in favor of the motion was unanimous.

IV. VOUCHER REPORT

A motion was made by Ms. Conway and seconded by Mr. Hurley to accept the September 2013 vouchers as presented. The vote in favor of the motion was unanimous.

V. COMMITTEE REPORTS & MEMBER UPDATES

Harris Township Committee met and discussed mostly bike and walking trails. Patton Township reported that the Grays Woods Park Master Plan architect YSM will present their various park renditions at the Tuesday, November 12 meeting from 7-8:30pm in the Patton Township Building Meeting Room. The surplus funds from the Bernel Road Park project will be used for two additional picnic tables near the overlook, information kiosks and distance markers for the perimeter trail. Circleville Park will get new signage regarding dogs off leash in the park. Dr. Ricketts reminded the group that today is the last day for pasta orders to support SCASD's fundraiser for literacy programs.

VI. STAFF REPORTS

The Director presented the **September Activity Report**. In addition, the **Summer 2013 Program Report** was highlighted by Ms. Tourscher. The **United Way Day of Caring** on October 3 was a

success with over 70 volunteers at seven different project sites. The **open positions** of Senior Center Supervisor and Parks Caretaker I Mechanic will be advertised in the CDT this weekend and remain open through November 8. The **2014 Detailed Budget** hearings were successful with only one change (the method used to calculate Municipal Shares for the Senior Center budget was changed to the "Individual Daily Visit by Municipality "method). The **water well lease agreement** between COG and College Township Water Authority with regard to the Oak Hall Regional Park is still being discussed. This delay has not yet impacted the project timeline and should be worked out within the next thirty days.

Staff anticipates that the UV System being installed at Park Forest Pool will be done by the first major freeze but if it is not, it can wait and be completed in the spring. The project will be completed and fully tested prior to May 2014. Scarecrow Stuff It and Historic Harvest Festival are both coming up and RPTM students from PSU are assisting with the planning of the events. The Nature Center Supervisor is planning for Winter/Spring programs and gearing up for the fundraising campaign to support the healthy goals set for 2014. Other staff updates were also provided.

VII. DISCUSSION & ACTION ITEMS

Following a motion by Mr. Hurley and seconded by Dr. Rickett's, the board unanimously approved the **2014 Pool Fee & Policy Recommendations** as presented at the September meeting.

Following a motion by Ms. Conway and seconded by Mr. Hurley, the board unanimously approved that the **Interim Parks Maintenance Facility lease** may be entered into by staff pending recommended changes suggested by Solicitor Williams. The terms of the lease is two years beginning November 2013, with a renewal option.

Mr. Steff suggested that the CRPRA prepare a letter of appreciation to the Borough of State College for the many years of rent-free space which housed the Parks and Recreation Maintenance Department.

On Thursday, November 7 at 4pm there will be a progress walk at **Oak Hall Regional Park** for elected officials, staff and those invited by those individuals.

Mr. Wenger updated the Board on the construction progress at Oak Hall Regional Park. Specifically, the condition of the driveway was outlined with the plans to properly repair and improve it. There will be a concrete curb on the east side of the driveway and a walking path beside it. The west side of the drive's shoulder is in poor conditions; there is a gully on the lower west side of the drive. There may be some additional costs to the project to repair this portion of the drive - both for short term repairs and for longer term improvements.

Mr. Pashek had no current change orders for the OHRP project this month. There may be one or two in November. One possible change may include eliminating the conditioner which is added to the infield mix (approx. \$5,000). This is best applied just prior to play so these funds may go to the Operating budget for the park and expended just prior to the fields opening in 2014/2015.

Other items that will need to be paid for from the contingency fund are re-connection of the perimeter trail from the sidewalk, electrical work on West Penn Power's behalf to get power to the park, legal fees for the water well agreement and other possible add-on items for the maintenance or concessions buildings. Some possible uses for remaining contingency funds might be an entrance sign for the park, moving boulders into strategic areas of the park, in-ground pavers near the plaza portion of the building and through the breezeway. Additional trees, benches scoreboards, volley ball courts, picnic pavilions and lighting are also options. The Board expressed their concern with the costs that may be involved with the park entrance sign; Mr. Pashek will continue to work on the sign design and the costs.

Preparation of the construction documents for the **Whitehall Road Regional Park** is next on the schedule for Pashek Associates. These will start in November and will likely go through June 2014 (with permitting approvals). Construction may start as early as Fall 2014 but most likely in Spring of 2015. The Ferguson Township Land Development Plan was submitted on June 20 with a response of 32 pages of comments to the plan. These comments were addressed and resubmitted with hopes that the next round of comments sometime in November. The difficulty is that plan cannot contain access plans, utility plans and the Traffic Impact Study until the Toll Brother's development provides them. Ferguson Township indicated that the Toll Brothers may submit their Land Development Plan ready for them by November. *(Update: Toll Bros. representatives reported to the Ferguson Twp. Planning Commission on 11 Nov 2013 that they would be submitting a Final Land Development Plan by the end of 2013.)*

Staff continues to meet with Ferguson Township and PSU with regard to The Musser Gap Greenway as it will eventually connect to the WHRRP.

Mr. Hurley requested a future agenda item be discussions on the respective roles of the CRPRA and the COG Parks Capital Committee on various park matters.

VIII. ADJOURNMENT

There being no further business, the October meeting of the CRRA Board was adjourned. The Board will meet next on November 21 at the COG Forum Room.

Respectfully submitted,

Christeen J. Kisslak, Recording Secretary

These minutes were approved by the Board on 21 Nov 2013.