

CENTRE REGION PARKS AND RECREATION AUTHORITY BOARD  
REGULAR MEETING SUMMARY *APPROVED*  
September 15, 2016

I. **CALL TO ORDER**

Ms. Mascolo called the regular monthly meeting of the CRPR Authority Board to order at 12:15 PM at the COG Forum Room with the following individuals in attendance:

Board: Sue Mascolo, Ferguson Twp.; Diane Ishler, Harris Twp.; Jim Dunn, SC Borough; Shannon Messick, SCASD.

Staff: Pam Salokangas, Director; Niki Tourscher, Program Manager; Jada Light, Office Manager; Melissa Freed, Nature Center Supervisor; Beth Lee, Rec. Supervisor; Jeff Hall, Sports Supervisor; Jim Carpenter, Parks Manager; Cindy Stahlman, Sr. Ctr. Supervisor; Joe Viglione, COG Finance Director; Jim Steff, COG Exec. Director

Others: Laura Dininni, Ferguson Twp. Supervisor; Dick Mascolo, Resident; Robyn Froehlich & Rod Stahl, Stahl Sheaffer Engineering; Dr. Rob Brooks, PSU Riparia.

2. **CITIZEN COMMENTS**

There were no comments.

3. **APPROVAL OF MINUTES**

Ms. Matason requested a wording change and a few corrections to the minutes then made a motion to approve the meeting summary from the regular meeting held on August 18, 2016. Mr. Dunn seconded the motion, which then passed unanimously.

4. **VOUCHER REPORTS**

Ms. Ishler questioned the large water bill for the pool? Mr. Roth replied that it is correct. The State College Borough Water Authority bills quarterly and the bill that was just received included filling the pool along with sewer charges. Ms. Ishler made a motion to accept the August Voucher Reports. Mr. Dunn seconded the motion; it then passed unanimously.

5. **BOARD MEMBER REPORTS**

Ferguson- No Report

Patton Twp.- No Report; Ms. Salokangas did report that she went along with Ms. Tourscher and Mr. Carpenter with Patton on a park tour. They visited the Pump Track in Philipsburg. Patton is interested in possibly building one at Bernel Road Park.

SC Borough- No Report

College- No Report; the meeting is this coming Monday.

Harris Twp.- Ms. Ishler reported that their meeting was held on Wednesday. Harris Twp. did receive the grant to place the pollinator garden on the diamond in Boalsburg. Ms. Ishler attended the Supervisor's meeting on Monday by request to update them on what took place at the Parks Capital Meeting regarding Whitehall Road. Ms. Ishler assured the Supervisors that she would keep everyone updated and is committed to not exceeding the budget.

SCASD- No Report

6. **STAFF REPORTS**

A. **Director's Report**

- Pam Salokangas- Ms. Salokangas reported that she has been very busy doing one-on-one, off-site staff meetings. She wants to get a better feel for who does exactly what tasks and what goals have been set for the current year. She had a group meeting with the seasonal maintenance staff. She also is attending several township meetings as well.

- Ms. Mascolo mentioned that she attended the Spring Creek Watershed Commission meeting at the Millbrook Marsh Nature Center and the place looked beautiful. She was proud to say she is a part of CRPR.

## B. Staff Highlights

- Melissa Freed- Ms. Freed reported that the fall programs are starting. Puddle Jumpers is full again with a waitlist. They are exploring monarch caterpillars. Mimi Cooper visited and brought in permaculture (composting with worms). The after-school program started this week and takes place over a ten-week period at two different schools. MMNC is also scheduling fall field trips. There is a music and movie night at Tudek Park tomorrow night. It's free, but we are accepting donations that will be used towards MMNC operations.
- Todd Roth- Mr. Roth noted that the pools are officially closed. He is working on winterizing them. Fall swimming and diving lessons are starting soon. Almost all of the classes are full. We are 253 days away from opening the pools next year! The annual Aqua Dog Day was a complete success with 120 dogs in attendance.

Mr. Steff asked how the parking was this past summer at Welch Pool and how it will be in the future. Mr. Roth answered that the parking is about the same as last year. There were limited ADA parking spaces which was across the street. Closer ADA spaces will be available in the future, closer to completion.

Ms. Matason questioned if a solution was ever agreed upon between CRPR and the resident who is unable to cross the street? Mr. Roth replied that yes we borrowed a wheelchair from the Active Adult Center. She agreed to call when she is being dropped off and a manager or other staff member meets her at the car with the wheelchair. Everyone seems to be happy with that arrangement.

- Beth Lee- Ms. Lee reported that camps are over and went well. She informed the Board that Mrs. Brown had fallen and broken her hip. She has since had surgery and is doing great. Penn State notified CRPR to tell us we are "Teammate of the Month," and we presented with an award at their luncheon. Fall registrations are going well. 50Fest went very well with great attendance. Kyrie did an amazing job!
- Jeff Hall- Mr. Hall noted that they just wrapped up the softball leagues. The season isn't over yet as there are still a couple tournaments left. The volleyball league is starting up soon. Punt, Pass & Kick is scheduled for September 25 at Oak Hall.
- Jim Carpenter-Maintenance operations are going well. The guys are changing gears from summer to fall. The guys are getting the football & soccer fields ready for the season. The crew is helping to paint the interior of the new Active Adult Center. Mr. Carpenter informed the Board that he has been sitting in on the construction site meetings they have every Wednesday morning. The new area has definitely come a long way.
- Niki Tourscher- Ms. Tourscher agreed that 50 Fest was a huge success. There were a lot of groups that helped make it a great event. Special thanks to Schlow Library, Trout Unlimited & Centre Soccer to name a few. They all agreed that they would be interested in doing something like that again. The movie that night also went well. The Builders Association is helping with the kitchen at the Active Adult Center. They are getting it done under the estimated budget, so they will be able to get more things from the grant.

- Cindy Stahlman- Ms. Stahlman informed the Board that there was a 50/50 drawing held at 50Fest. The woman who won was very generous and really needed the money at that moment in time, so it's nice to know we could help. The Center will be moving soon and the number of participants is still growing. The bus trips are finally starting to happen. In the past, there were never enough people interested. Verizon came into the Center and held a "Cell Phone 101" program for the seniors; there were twenty-two people signed up for the class. They are also partnering with PSU Students to hold an "Old Bag" Auction, and need donations of gently used or new purses.

## 7. DISCUSSION AND ACTION ITEMS

A. Fundraising Project Update- Affinity Connections is our fundraising group, and the project is going well. They are currently focusing on the Active Adult Center, but are slowly moving to the Millbrook Marsh Nature Center. There is a verbal donation of \$10,000 that we are expecting towards renovations of the Active Adult Center. Ms. Freed met with Ellen from Affinity yesterday, and we are finalizing the study for the Millbrook Marsh Nature Center.

B. CRPR Donation and Sponsorship Policy Update- Ms. Tourscher informed the Board that they are working on a policy for naming rights. She referred to Ferguson Township's policy. It is very similar to what CRPR wants to create. Ms. Tourscher is asking for guidance and suggestions from the Board for: 1.) At what % should we start the giving level for naming rights? (50% of overall cost?) 2.) 50% of what? We have to get a renovation cost clarification from APArchitects. This needs to happen because there are big donors asking us about the naming rights. Once approved, we can draft a policy to be approved.

- Ms. Ishler asked for clarification that we need to make a decision on 50% of what? Ms. Tourscher replied that is what we need to discuss. Should it be 50% of the market value or 50% of the renovations and what language to use. If it is approved, we will draft up the form to fill out. She believes Ferguson had it at 50% of the market value of the property.
- Ms. Mascolo noted that before we can approve anything it needs to be a little clearer how much each room would be since each room would be a different cost due to difference in sizes. It would be good if Mr. Popovich could give us the cost and size of the rooms before we decide.
- Mr. Dunn also suggested that we should have minimum thresholds.

Ms. Ishler made a motion to table this topic until there is more clarification; Ms. Matason seconded the motion, which then passed unanimously.

C. Whitehall Road Regional Park- Ms. Salokangas asked the Board if they had any concerns after the joint Parks Capital Committee and CRPR Authority Board meeting.

1. Are there any questions on the summary from the meeting held on September 8, 2016? Ms. Ishler thought it would be helpful to give everyone the document that lists the fourteen points on recommended steps.
2. Stahl Sheaffer Engineering WRRP Traffic Impact Study Proposal
  - a. Ms. Froehlich from Stahl Sheaffer noted that this study would help us know what is required at Blue Course/Whitehall and what funds would be available after the study. There was a study approved in the past, but it needs to be revised and updated. Need to design a study that Ferguson Township and PennDOT would approve.
  - b. Once we look at the full phasing of the park, it will tell us how much we have to scale down. The biggest step of all is the driveway and how much this will cost. Mr. Stahl mentioned he has been discussing with both Ferguson Township and Penn State on who will be billed, who has ownership? First priority is to find ownership then right-of-

way. We may be able to use some of the information that was already done for the student housing traffic study including only the data and list that report as a source in a footnote. We wouldn't have to duplicate the same information. Mr. Stahl informed the Board that we may find that we can pull some analysis from that study and cut cost as long as it's accepted by PennDOT.

Ms. Ishler made a motion to approve the execution of a contract with Stahl Sheaffer to conduct the WRRP Traffic Impact Study not to exceed \$90,000 and that any additional standard reimbursable items be capped at \$1,000. Mr. Dunn seconded the motion, which then passed unanimously.

NOTE: Despite approving this contract, the contract was not enacted and no Purchase Order was issued to encumber the funds. More time was needed to review the scope of the project.

- D. 2017 COG Detailed Budget Proposals Revisited- Ms. Tourscher informed the Board that all eight of the budgets are attached for review. There may still be a few changes. There are a few tweaks before the Budget Hearing on Friday, September 30 at 10 am. This will be the first time the Budget Hearings will be cablecast.
- Ms. Ishler commented about the Aquatics budget, that it looked as if Mr. Roth had a reduced salary. Ms. Tourscher explained that it decreased due to the Office Staff Assistant being split 50/50, where before that salary was paid fully from aquatics. After evaluating this position, they verified that the position isn't only spending time on aquatic issues. The same issue is happening with the Millbrook Marsh Nature Center; their budget increased significantly due to proposing another part-time position. Ms. Ishler requested adding footnotes to explain more in detail.
- E. Health & Safety Policy Update for the Centre Region Active Adult Center- Ms. Tourscher reported that this policy is currently on hold and still being researched due to the deadline of the annual budget. This will be a policy to be given to any new participants coming to visit the Center. It will list the rules & regulations and explain who we are and what we do.
- F. Millbrook Marsh Nature Center Fen Construction Proposal- Ms. Freed wanted to say she is really excited about the possibility of this project, it will really enhance the wildlife habitat at the MMNC. Dr. Rob Brooks from PSU Riparia informed the Board that they are very excited about the possibility of programming at the MMNC. The MMNC contains a natural Fen area, it releases a lot of Alkaline Ground Water IPH and because of that there are rare plants located in that area. They are located in places that you can't get to. Since PSU owns the property and land near the airport, PSU agreed to fund the cost, although, they don't anticipate any cost. We got approval from the MMNC Advisory Board to move forward. They will have to isolate the area for a week to ten days for the construction site. Construction will begin in the spring.

Mr. Dunn made a motion to accept the Fen Creation Project proposal to be built at the MMNC this spring with no financial obligation to CRPR or the municipalities, and that a progress status be provided. Ms. Messick seconded the motion, which then passed unanimously.

## 8. OTHER BUSINESS

- A. Matter of Record: Next Meeting Dates:  
September 30, 10:00am- Budget Hearing (COG Bldg.)  
October 13, 12:15pm- Joint Meeting with COG Parks Capital Comm. (COG Bldg.)  
October 20, 12:15pm- CRPR Authority Board (COG Bldg.)
- B. Matter of Record: The FAA recently released its Unmanned Aircraft Systems (UAS) Rule (Part 107), including all pilot and operating rules. This rule went into effect as of 12:01am

EDT on August 29, 2016. It is hoped that we can review this rule and provide some information and recommendations to the Authority regarding drones in CRPR-maintained parks.

9. **ADJOURNMENT**

At 1:40 PM Mr. Dunn made a motion to adjourn; Ms. Matason seconded the motion. The motion then passed unanimously.

Respectfully Submitted,  
Jada Light, CRPR Office Manager