

West Vincent Township Parks and Recreation Commission

Meeting Notes

Wednesday, Jan 3, 2024

In attendance- William Dietrich, Ken Alan, Scott Casey, Beth Miller, Sara Shick, Davey Waters (late)

Call meeting to order 7:05 pm by Beth Miller

Appointments for 2024- Beth Miller nominates William Deitrich to chair committee- all in favor

Bill Nominates Scott Casey to be Vice Chair- Second Beth all in favor

Position of Secretary Still open

Special Visit by Kristina Casey who shared the following information on behalf of the WVT Staff

- Expense form (originally mailed 15Nov2023) supplied but not approved at BOS meeting 2Jan2024
- Township Committee Manual dated Jan 2024 booklet supplied to committee members (not approved at 2Jan2024 BOS meeting) this includes changes to litter lifters and traffic safety committee. Changes are highlighted and changes in spacing.
- New website will be launched mid-January (word press) content to stay the same and managed by Cathy and Kristina
- Township will switch to quarterly newsletter- digital- content managed by each committee- send info to Cathy and Kristina. Print copy will be twice a year no more "default" social media posting. If committees need anything on social media send email to Cathy/kristina
- Agenda for meetings must be posted 24 hours before meeting and Mtg minutes must be posted to website. Send agenda and minutes to Cathy/Kristina. Maria's position has been eliminated and her responsibilities are being divided between Cathy and Kristina
- Park and Rec will have a new liason (Bernie) but Sara was serving as Liason for the January meeting
- This meeting was video and audio recorded

Approval of meeting minutes

- Call to approve Dec 6th Minutes by Bill, Ken Second. All in Favor

Correspondence: - Manager's Report – None received

-Reorg BOS at 2Jan2024 meeting

-Bill shared discussion about fee schedule. General discussion.

-Bill called for- Motion to request last 5 year records (in spreadsheet format) for Park and Rec to include Maintenance expenses and income from league use of soccer/baseball. Include gazebo rentals and fellowship garden. And copy of AQUA PA Bills. All approved. Will send in separate email to request from office

- AED grant form sent from Beth to Bill. General discussion about AED (list cost for new roughly \$2000) in various places as part of Park and Rec prevue. Request information from office about how many AEDs in each park and storage plan (off season) and maintenance plan. Also ask what is defined requirement by township for AED accessibility. Will send in email.

Old Business:

Events

Trails

- Fellowship Trail update- Easment in process of signed. Possible for summer construction
- Trail Plan status
- Trail Implementation Team- meeting will happen on the 4th Thursday of the month- Ken Alan will be liason

Park Inventory - Status

- General discussion about signs with info from historical commission being available for signs and request that our parks match with what is listed on new website. Also discussion about bike rack (\$2600) and why this might be needed. Would it bring more cyclist to the area? Is this needed? Follow up to discuss with Traffic Safety committee. Next Traffic Safety committee meeting will be Thursday Jan 11 at 7pm.

- Andrew Evans Park
- Cooks Glen Park
- Wilson's Corner Park
- Schoolhouse Park – Specific request to identify and share map between parcel owned by township and private property. Possible plant garden between two parking lots. Include this request in email to office.
- Opalanie Park
- Fellowship Garden Park –

New Business:

-PRC website review and update- new website due to launch mid January. Committee will review and prepare for discussion in Feb. Request for class on how to use projection system in main meeting room.

Calendar 2024

- Discussion on Possibility of Community day. How much would Park and Rec be involved? How much is managed by office staff? Volunteer engagement? Will send email to office to ask.

-Movie Nights- propose two- propose they be rain or shine events

- spring June 21, 2024 (propose for teen audience)

-fall August 23, 2024 (propose for younger audience)

- Feb/March we will look at catalog and determine what is best offering available.

-Discussion on who is copied on PRC@WestVincentTwp.org has this list been updated?
Will email township.

Adjourn - estimate 8:17 p Motion Bill Second Scott