

Lower Frederick Township
Parks and Recreation Board Meeting Minutes

August 3, 2020

Next meeting Monday, September 14, 2020

Members in Attendance: DonaLynn Irick, Warren Jacobs, Pamela Reich, Greg Reich, Josh Meyers

Absentee Members: Robin McGovern, Janet Luneau

Guests: Noelle Halter, Marla Hexter, Mark Hudson

Approval of meeting minutes

A motion was submitted and seconded, and the Board voted to approve the minutes of the July 6th 2020 meeting.

Concert in the Park

The concert will be held Aug 13th in Upper Salford Park this year in order to allow sufficient space for social distancing both during parking and while enjoying the concert. Masks will be required. Mark will have a 10 ft buffer zone lined off between the band and the audience. In consideration of pandemic hygiene, no snacks or drinks will be provided by the township, though guests are encouraged to bring their own. Pam is having a banner made up which will include the names of all business sponsors who have provided donations.

Update on QR code signs

Greg and Pam presented this project and took numerous questions during the Board of Supervisors' work session on July 28. We are now awaiting Board approval to move forward.

Update on Cuddy Park rain garden

Pam marked off the "keeper" plants with yellow ribbon. Noelle, Janet, and Pam held a "weeding party" and removed the vast majority of the weeds. What remains to be removed is grasses, and Warren will "spot spray" to remove those after the rain garden dries following this week's rain. No significant engineering modification will be necessary. Mark is onboard and believes that what will be required can be done with municipal resources. PWC submitted a proposed planting list which was reviewed and approved by the Park Board. The Board had a few requested additions which PWC was able to accommodate. PWC will also provide design assistance and additional volunteers if we need them. Planting is scheduled for late Fall.

Village Center Park maintenance reduction plan

Pam had met with Mark to develop a plan to minimize the need for weeding. Some of the smaller beds will be abandoned and reverted to grass. A number of dead bushes have been tagged by Pam for removal by Township Maintenance on a time available basis. They will be replaced with low maintenance evergreens without surrounding flower beds.

Picnic Table for Village Center Park

DonaLynn has spoken with Mark, and we WILL get a picnic table in VCP. No schedule however.

Park Inspections

All members are to have their park inspections completed and submitted to DonaLynn by Monday 8/17, so that she can consolidate them for final review during our September meeting prior to submitting for use in planning and budgeting for 2021. Inspection reports should identify not only items needing repair but also any items that are due for replacement; this will allow Mark to plan the replacement process and identify those expenditures in the 2021 budget.

Budget Items for 2021

The Park Board has been requested by the Board of Supervisors to submit a draft budget by early September, including requirements for both Park Events and Park Improvements. DonaLynn and Pam will meet with Mark the week of August 10 to clarify the budget process. Board members will work together between now and September to consolidate their proposals and assign estimated dollars to each. In working together, the Board can work on email or in groups so long as they don't achieve a quorum and make any final decisions: those must be reserved for a public meeting. Some ideas that were mentioned in this meeting:

1. Deer fence for Cuddy Rain Garden (should really be in 2020 to protect fresh plantings, but if that's not possible, then 2021). Pam measured the length required to be 165 feet. There may be some materials already in storage from the previous fence. DonaLynn will inquire of Mark. Cost to do this will depend heavily on whether the Township Maintenance team can do the work with in-house labor.
2. Pam proposed an interpretative meadow sign for Cuddy, explaining what a meadow is, why it's important, etc. and including QR codes leading to more information
3. Pam also suggested a rain garden sign for Cuddy, including purpose, function, plantings, etc. PWC has some standard signage available, but it's not clear at this time how this will fit into the specifics we want at Cuddy.
4. Personnel gates at Cuddy: One leading into the meadow and one in the fence around the rain garden to allow entry for maintenance.
5. Warren suggested plants along the chain link fence of the Cuddy dog park – both climbing plants to improve the aesthetics, and trees to add some shade.
6. Pam suggested a small pavilion style shelter in the Cuddy dog park to provide sun and rain shelter for owners.
7. Josh suggested identifying the property boundaries of the Colonial wooded area and marking a pathway.
8. Events will be the same as last year, and DonaLynn will spearhead identifying line item costs together with Robin.

Other programs:

- DonaLynn proposed an alternative Halloween parade event this year in lieu of the Easter Egg Hunt if allowable under Covid-19 restrictions.
- The dead ash trees are now a hazard and MUST come down in 2021. Mark has previously identified this as a maintenance item and committed to a 2021 schedule.

- The Park Board will initiate its tree donation program once the ash trees have been removed. This should not involve any cost to the Township.

Replacement Christmas Tree

There is an open offer from the Irick family to fund planting a replacement for the current tree, and the Board discussed how this would occur. It was generally agreed that the new tree should go in and be allowed to get established before the existing tree is removed. Also, the ideal times for planting the tree are either Sept/Oct or March/Apr ... so the clock is running on doing it this year. No decisions were made as far as specific assignments of task responsibilities to make this happen.

Village Center Electricals

DonaLynn and Pam will discuss this in more detail during the meeting with Mark the week of August 10. Mark is evaluating how we might be able to use in-house personnel to do some of the work and further reduce the cost.

Meeting Adjourned