

**Parks and Recreation Committee Meeting
December 13, 2023
Regular Meeting**

Members Present: Dave Steidler, Teresa Adams, Jessicka Jarvis, Grace Franks
Members Absent: Kat Metzger, Christine Steidler, Sharon Blouch
Public Present: Charlie Dove

Call to Order: Vice-Chairperson Dave Steidler called the meeting to order at 7:00 p.m.

Pledge and Prayer: Pledge was led by Grace Franks, there was no prayer.

Approval of minutes:

Motion made by Jes Jarvis to accept and approve the minutes from November 8, 2023 as submitted.

Second by Board member Grace Franks.

Motion carried.

Public Comment: There were no comments at this time.

Recreation Report: No report given.

Park Report: Jes Jarvis said she would notify Councilman Matt Adams about the downed tree on the walking trail. Councilman Adams texted back and said he would notify Kyle Adams pertaining to the removal of the tree and make arrangements with the Borough Secretary to complete the job.

Friends of the Park Report: Including Fund Raising Events and donations raised: Chairperson Kat Metzger was absent, no report given.

Funding Report: Grant money/Matches, Outside Donations: A copy of the Treasurers Report was received from the Borough Secretary/Treasurer. The current balance in the Parks & Recreation checking account is \$57,886.15 as of 11/30/2023 bank statement.

Old Business:

DCNR Project Checklist – Secretary Adams said a progress report was due by end of December 2023, she is currently working on completing the report. Secretary Adams said an email was sent to the Engineer regarding quotes for work to be completed on the concession stand, a Request to Bid needs to be drafted and sent to at least 3 contractors.

Committed donation follow up: Secretary Adams said she was in receipt of another non-cash donation for time/manpower from Matthew Zurko.

Review P&R Committee ordinance: The Board continued working on the P&R ordinance, discussion ensued pertaining to **Adoption of Rules and Regulations (Bylaws), Officers and Meetings**. The P&R Board will resume its review beginning on page 8 of 31 with the section titled **Compensation**.

Report to Borough Council: Secretary Adams said she wasn't able to attend December 2023 Borough Council Meeting that Mayor Adams reported in her absence. She said a draft copy of November 2023 P&R minutes were submitted to the Borough Secretary for submission to Councils meeting packets.

New Business:

Sling shot/archery course/range plans review; there was nothing to review as Jennifer Miller was absent from the meeting.

Review and approve P&R 2024 Meeting Schedule;

Motion made by Jes Jarvis to approve the P&R 2024 Meeting Schedule.

Second by Board member Grace Franks.

Motion carried.

Adjournment:

Motion was made by Grace Franks.

Second by Vice Chairperson Dave Steidler

Meeting adjourned at 8:05 p.m.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Teresa M. Adams", is written over a horizontal line.

Teresa M. Adams

P&R Committee Secretary