

**Parks and Recreation Board**  
**January 15, 2025**  
**Reorganization/Regular Meeting Minutes**

**Members Present:** Dave Steidler, Teresa Adams, Katt Metzger, Charlie Dove

**Members Absent:** Jessicka Jarvis, Dave Albert

**Public Present:** None

**Call to Order:** Dave Steidler called the meeting to order at 6:30 p.m.

**Pledge and Prayer:** Pledge was led by David Steidler, prayer by Teresa Adams.

**Nominate Chairperson**

**Nomination was made by** Board Member Charlie Dove to appoint Dave Steidler as P&R Board Chairman for the 2025 calendar year.

**Nomination was accepted by** Dave Steidler for the position of P&R Board Chairman for the 2025 calendar year.

**Motion made by** Board Member Dove.

**Second by** Board Member Metzger.

**Motion carried.**

**Nominate Vice-Chairperson**

**Nomination was made by** Chairman Steidler to appoint Jessicka Jarvis as P&R Board Vice-Chairman for the 2025 calendar year.

**Nomination was accepted by** Jessicka Jarvis via phone call for the position of P&R Board Vice-Chairman for the 2025 calendar year.

**Motion made by** Board Member Metzger.

**Second by** Chairman Steidler.

**Motion carried.**

**Nominate Secretary**

**Nomination was made by** Chairman Steidler to appoint Teresa Adams as P&R Board Secretary for the 2025 calendar year.

**Nomination was accepted by** Member Adams for the position of P&R Board Secretary for the 2025 calendar year.

**Motion made by** Board Member Dove.

**Second by** Chairman Steidler.

**Motion carried.**

**Approval of minutes: December 11, 2024, Regular Meeting minutes**

**Motion made by** Board Member Dove to accept December 11, 2024, P&R Board regular meeting minutes as submitted.

**Public Comment:** There was no one available for comments.

**Recreation Report:** No report given as there were no Events or Programs scheduled in the park for the month of January 2025.

**Park Report: Park projects, repairs, maintenance:** There was nothing to report.

**Friends of the Park Report: Including Fund Raising Events and donations raised**

FOP President Katt Metzger reported there were no meetings scheduled yet but was hopeful to have 2025 FOP Meeting and Fundraiser schedules available for P&R March meeting. Mrs. Metzger reported the organization was planning to apply for a small games of chance license in the next few weeks and she is working to complete the organization's grant requirements.

**Funding/Treasurers Report: Grant money/Matches, Outside Donations**

The Board acknowledged receipt of the Borough Treasurers report, Chairman Steidler said the ARPA balance was missing from the copy of the report received.

**New Business:**

**Discuss forming 2025 Event Committees and developing meeting schedule**

Discussion ensued on what 2025 Events and/or committees should be formed. The Board discussed having an Easter Egg Hunt, continuing to participate in Trick or Treat and expanding the spooky house, and investigating getting an evergreen tree for a tree lighting ceremony. The Board reviewed suggestions for obtaining donations for the Easter Egg Hunt, placement of the evergreen tree and getting one that doesn't get too large. The Board tabled further discussion.

**Discuss other Grant opportunities to pursue/develop a 5-year plan**

Discussion ensued pertaining to Grant opportunities, Secretary Adams said there are other grants available for further development of the park and that she would look on the Grant Portal to get a list of some of those available Grants. The Board tabled discussion on a 5-year plan until the February meeting.

**P&R Board Vacancy**

Secretary Adams reported there is still one vacancy on the Board, an email was sent to Matthew Zurko asking if he was interested in filling the vacancy.

**Any other New Business**

Secretary Adams reported that a draft of the proposed P&R Ordinance should be back to Boro Council for their February 2025 meeting.

**Old Business:**

**Report taken to December Council meeting**

Secretary Adams said the following items were reported to Boro Council:

- ✓ Approximately 15 children attended Santa's visit. The Board distributed candy canes and hot chocolate at the event.
- ✓ Donations of bags of concrete to secure the playground equipment were received from both Home Depot and Lowes. Home Depot of Carlisle said they would provide a gift certificate or employees would donate their time.
- ✓ Inquire about using the sign in Dillsburg square to advertise and public awareness of events being held.
- ✓ P&R monthly meeting time is changing from 7:00 p.m. to 6:30 p.m. beginning with January 2025 meeting.

**Any other business**

An email was received from the Borough Secretary pertaining to a P&R Forum being hosted by York County, email to be forward to Board members.


**Adjournment:**

**Motion made by** Member Dove.

**Second by** Chairman Steidler

**Meeting adjourned at 7:30 p.m.**

**Respectfully submitted,**



**Teresa Adams, Secretary  
Parks and Recreation Board**