

# Newberry Township Events Committee

## March 2, 2016

### Meeting Minutes

#### ATTENDANCE:

Aaron Schwartz, Manager  
Kelly Veres  
Heather Barnhart  
Norman Seitz  
Diane Shellenhamer (BY PHONE)

#### Call to Order at 4:00 PM

The Newberry Township Events Committee meeting was called to order at 4:00 PM. The Pledge of Allegiance was recited.

#### Public Comments

Tony Miller (Vice Chair, Board of Supervisors) addressed the committee, thanking everyone for their volunteering and participation. He spoke regarding two items on the new business agenda.

Concerning the motion to suspend scheduled events at Shelley Park through August, Mr. Miller explained that he had reached out to Matt, the President of Redland Youth Baseball, about potential scheduling conflicts. Mr. Miller reported that Matt assured him "whatever you need from us, we can adjust. Feel free to use it anytime you need it." Mr. Miller noted that the baseball organization typically finishes by noon and would be willing to move elsewhere if given advance notice of township events. He stated that he didn't see any reason to cancel events at Shelley Park due to baseball field usage since the organization was willing to work with the township.

Regarding the Spring Festival relocation, Mr. Miller suggested considering the Newberry Commons parking lot rather than moving to The Shoppes of Newberrytown. He explained that the parking lot surface would be more suitable for spring weather conditions, as it could handle rain better than grassy or gravel surfaces. Mr. Miller noted that gravel areas at The Shoppes could become problematic in wet conditions, while the paved parking lot at Newberry Commons would remain accessible even after overnight rain.

#### Approval of the Minutes

Motion by Norm Sietz to approve the meeting minutes for February 2, 2026, seconded by Heather Barnhart. The motion carried unanimously.

Norm Sietz suggested working as a team but emphasized the need for a designated coordinator. He noted his involvement with another board limited his availability to take the lead. The committee discussed that all plans would need Board approval regardless.

Concerns were raised about the timeline, with the event scheduled for May 2nd and Board approval not occurring until March 24th, leaving essentially one month for preparation. Norm Sietz expressed concern that this timeframe would be insufficient even for experienced coordinators.

No motion was made to designate a coordinator, and the item was left without action.

### **Motion to appoint a Committee Secretary to assume meeting documentation and record-keeping responsibilities following Sue's departure**

Manager Schwartz explained that the Secretary role involves maintaining meeting documentation, tracking budget figures for events, and submitting monthly reports to the Board. The position would utilize existing forms created by the previous Secretary.

Heather Barnhart volunteered for the position, contingent on receiving training from the outgoing Secretary. Norm Sietz confirmed that Sue would likely be willing to provide guidance, having just returned from Florida.

Motion by Kelly Veres to appoint Heather Barnhart as Committee Secretary, seconded by Norm Sietz. The motion carried unanimously.

Manager Schwartz assured Heather Barnhart that support would be provided, either through coordination with Sue or through the township office with existing documentation.

### **Motion to recommend, subject to Board of Supervisors approval, the planting of the July 3rd Liberty Tree at the Township-owned parcel known as Liberty Commons**

The Chair clarified that the tree planting was scheduled for April 11th, with July 3rd being the dedication date at noon. Norm Sietz indicated that Dominish Miller had been leading this initiative and expressed concern about proceeding without her input to ensure proper wording and coordination.

Motion by Norm Sietz to table the item until consultation with Dominish Miller could occur, seconded by Heather Barnhart. The motion carried unanimously.

### **Motion to recommend, subject to Board of Supervisors approval, coordination with Civil War reenactors to provide drum and bugle music for the Liberty Tree planting ceremony**

Motion by Norm Sietz made to table this item pending discussion with Dominish Miller, who had been coordinating these arrangements, seconded by Heather Barnhart. The motion carried unanimously.

### **Motion to recommend, subject to Board of Supervisors approval, relocation of the July 4th Balloon Event to the Newberry Commons Shopping Center parking lot**

## Old Business

None.

## New Business

### Motion to suspend all scheduled events at Shelley Park through August 2026 due to facility availability constraints

Discussion centered around the information provided by Tony Miller during public comments. Heather Barnhart inquired about the timing of Music in the Park events, noting they were scheduled for later in the day. Manager Schwartz confirmed that based on Mr. Miller's conversation with the baseball team, the park would be available for evening events.

Mr. Miller provided details about the baseball field usage, clarifying that Redland Youth Baseball uses Shelley Field 2 (the middle field facing the concession stand) while Fusco Baseball uses Shelley Field 3 for practice (the field with just a backstop and infield). Shelley Field 1, the little league-sized field by the parking lot, would remain available. Manager Schwartz noted there would be no conflict for township events.

The committee discussed Music in the Park attendance from the previous year, with Norm Sietz reporting that approximately 25 people at the first event and 50-60 at the second event in September, which had the concession stand open and was well received by the community.

No motion was made to suspend the events, and the committee moved forward without acting on this item.

### Motion to relocate the 2026 Spring Festival to either The Shoppes of Newberrytown or the Newberry Commons Shopping Center parking lot, pending final site coordination and approval

Heather Barnhart expressed preference for whichever location offered more space. Manager Schwartz confirmed that Newberry Commons would provide the most room and noted it was the intended location for the previous year's cancelled event due to rain.

Norm Sietz stated that he agreed with relocating the Spring Festival to the Newberry Commons Shopping Center parking lot, citing the advantage of a paved surface for spring weather conditions. He noted that everything had been planned for that location the previous year, including vendor placement for 96 vendors. The committee discussed increasing vendor fees to \$25-30 this year.

Motion by Norm Sietz to relocate the Spring Festival to the Newberry Commons Shopping Center parking lot pending coordination and approval, seconded by Kelly Veres. The motion carried unanimously.

### Motion to designate a Committee Coordinator to oversee planning and coordination of the 2026 Spring Festival

Manager Schwartz noted that the original coordinator was no longer available. Heather Barnhart expressed willingness to help but indicated she had a conflicting commitment with the senior center's annual bingo on the same day. Kelly Veres offered to assist but preferred not to take the lead role due to inexperience.

Norm Sietz explained that this would be a balloon glow event rather than releasing balloons, involving large hot air balloons that would be illuminated at night while tethered. Tony Miller sought clarification about the nature of the event, and Norm Sietz confirmed the balloons would be filled with hot air and lit up for visual effect, accompanied by music.

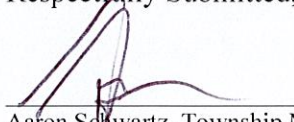
Norm Sietz noted that relocating from Shelley Park to Newberry Commons would provide better community exposure, as many residents are unfamiliar with the park's location.

Motion by Norm Sietz to relocate the July 4th Balloon Event to Newberry Commons Shopping Center parking lot, seconded by Kelly Veres. Manager Schwartz noted that approval would be needed given the proximity to the new hospital. The motion carried unanimously.

## Adjournment

Motion by Norm Sietz to adjourn, seconded by Kelly Veres. The motion carried unanimously.

Respectfully Submitted,



Aaron Schwartz, Township Manager

