

Newberry Township Parks and Recreation Board July 9, 2026

Meeting Minutes

ATTENDANCE:

Codie Culley, Chairman
Koltan Gouse, Vice Chairman
Karen Hubbard, Secretary
Norm Seitz, Board Member
Aaron Schwartz, Township Manager
Diane Shellenhamer, Board Liaison

CALL TO ORDER AT 5:00 PM

The meeting was called to order at 5:00 PM with the Pledge of Allegiance. Chairman Culley noted that it had been two months since the previous meeting.

ANNOUNCEMENTS

There were no announcements.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

Motion by Vice Chair Gouse to approve the meeting minutes from May 14, 2026. Seconded by Board Member Seitz. Motion carried unanimously.

OLD BUSINESS

None.

NEW BUSINESS

Discussion of possible dog park in White Oak Park.

The Board discussed the possibility of establishing a dog park at White Oak Park. Manager Schwartz noted that several locations had previously been considered, including Shelley Park, but that a central section near the walking loop at White Oak Park appeared to be a suitable candidate. He described it as an open, low-lying area of approximately the right size, and noted that its location would be particularly convenient for nearby residents in townhouses and smaller properties who lack space for their dogs to run freely.

The Board agreed that a physical site visit would be beneficial, as members noted they had not collectively visited the park. It was decided to schedule a site meeting at White Oak Park in the Valley Green area on Wednesday, July 22, 2026, at 4:00 PM.

Discussion and possible action regarding the placement of one ADA-compliant portable restroom at Shelley Park.

The Board discussed the lack of portable restroom facilities near the lower pavilion at Shelley Park. It was noted that the existing porta-potties are located only at the upper area of the park, requiring users of the lower pavilion to walk approximately 220–250 yards uphill and back. Given that the lower pavilion is rented out frequently, the Board recognized the need for a more accessible option.

Board Member Seitz indicated he had assessed the stone parking lot near Ballfield #3 as a practical placement location, suggesting a single ADA-accessible unit similar to the one at Dolan Park. Manager Schwartz confirmed that placing the unit closer to the pavilion itself would not be feasible, as service vehicles are too heavy and could damage the asphalt path and surrounding turf, particularly in wet conditions.

Manager Schwartz raised an additional consideration regarding the proximity of the location to the elementary school property. Because access to the parking lot passes through school property, he suggested that a conversation with the school may be warranted to address any potential liability concerns, particularly during the school year, such as the possibility of children tampering with the unit. He recommended placing the item on the Board of Supervisors agenda for formal action.

Discuss update on the playground washing at Shelley Park.

Chairman Culley reported that Eric Rutz of Central Penn Washing had volunteered his time and materials to power wash the playground equipment at both Shelley Park locations. The work was completed within two days of being brought to his attention and represented approximately five to six hours of effort using his own equipment. The Board expressed appreciation for this generous community contribution.

Manager Schwartz added that new mulch is anticipated to be installed at both playgrounds within the coming month, taking advantage of the freshly cleaned equipment.

Discussion regarding the installation of dog waste removal stations at Shelley Park.

Manager Schwartz confirmed that the dog waste removal stations at Shelley Park have been fully installed and are operational.

Township Manager Update – Terry Dolan Park Project

Manager Schwartz presented a detailed update on the Terry Dolan Park Project, sharing renderings and a cost breakdown. Key elements of the project include:

Site Layout: A new dedicated parking lot has been added to the design. The existing basketball court will be converted into three fenced pickleball courts, enclosed by a four-foot perimeter fence with dividers between courts. ADA-accessible sidewalks will connect the parking lot to the pickleball courts and pavilion area.

Playground Equipment: The project includes two age-differentiated play areas — one for children ages 2–6 (located closer to the pavilion for parental visibility) and one for ages 8–12. Equipment from Kompan includes a swing set, a table seesaw, a spinner, and a slide structure, with ADA-accessible components incorporated throughout.

Additional Features: A rain garden for stormwater management, a gravel drive, and storage shed housing the electrical panel and security system are also included in the plan. Lighting is planned for the site using a dedicated \$9,000 Grant, with the final placement — whether at the parking lot, pickleball courts, or pavilion — to be determined following a meeting with the Engineer.

Cost: The playground equipment proposal came in at \$192,000 including installation. The overall project cost is approximately \$390,000, with more than half covered by Grants — including a 50% Grant and two additional Grants of \$20,000 and \$40,000. The remaining costs are covered by the Township's capital reserve budget. In-house highway staff are expected to handle paving, further offsetting costs. A potential netting installation between the baseball field and the new parking lot was noted as something to monitor and add later if needed.

Manager Schwartz indicated that the project may be brought to the Board of Supervisors for bid approval by the end of July, with a potential start date yet in 2026. Worst case, the project would be bid over the winter for an early spring installation.

Update from Chairman Codie Culley on the proposed disc golf course project at Shelley Park

Chairman Culley introduced Brian Koch and Jay Bowser, members of the team that installed the disc golf course at Borough Park in New Cumberland, along with Chris Brown. The group presented a proposed layout and preliminary cost estimate for an 18-hole disc golf course at Shelley Park.

Course Layout: The presenters shared a hand-drawn map outlining a suggested 18-hole loop course. The design would originate from the main south-end parking lot, flow through the wooded areas of the park, loop around the basketball court, navigate a section near the school, and return to the parking lot. The layout was deliberately designed to avoid conflict with existing baseball, softball, and other recreational uses. The presenters noted some existing paths in the wooded areas, though brush clearing and the creation of flight alleys would be required.

Board Member Seitz raised a concern about Hole 17's proximity to the lower pavilion, citing a similar situation at Pinchot Park where pavilion users were nearly struck by errant discs. The presenters acknowledged the concern and confirmed that the layout would be marked with paint and flags before any final decisions are made, allowing the Board and Township Manager to walk the course and flag any safety issues.

Cost Estimate: Jay Bowser presented a preliminary "back of the envelope" cost of \$50,000 to \$60,000 for a full 18-hole installation. This estimate includes concrete tee pads (rather than railroad ties, as used at Borough Park, which have shown wear), brush clearing, debris removal, hauling stone, building molds, pouring concrete, and basket installation — described as "soup to nuts." The basket equipment alone was noted to cost approximately \$10,000.

The presenters noted that costs could be offset through sponsorships, grants, and volunteer labor, and offered to share fundraising materials used for the New Cumberland project as a template. The Board discussed the possibility of phasing the project — starting with 9 holes and adding more later — to manage costs and potentially navigate the Township's bidding threshold.

Manager Schwartz noted that because the total project cost exceeds the Township's threshold for competitive bidding, it would need to be formally bid out or potentially structured in phases to work within procurement requirements. He requested that the presenters prepare a detailed cost breakdown by agenda item for the next meeting.

Chris Brown shared usage statistics from the UDisc app for the New Cumberland Borough Park course in June 2026: 163 rounds played, 54 unique players, a peak of 16 rounds on June 21st, and players from 4 different states. He noted the course ranks 112th in Pennsylvania by rounds played for a 9-hole course, and that year-to-date in 2026, players from 7 states have used the course.

The Board agreed that the detailed cost breakdown would be placed on the agenda for the next monthly meeting. The presenters were thanked for their time and presentation.

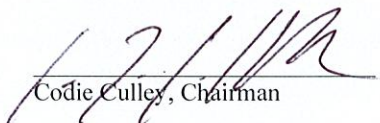
Discussion to schedule and conduct a site meeting at White Oak Park

This item was addressed in conjunction with Agenda Item 6a. The Board confirmed the site meeting at White Oak Park for Wednesday, July 22, 2026, at 4:00 PM. Chairman Culley indicated he would email Manager Schwartz and Public Works Director Scott Getgen to confirm their availability and include them in the site visit.

ADJOURNMENT

Motion by Board Member Hubbard to adjourn the meeting. Seconded by Board Member Seitz. Motion carried unanimously.

Respectfully Submitted,


Codie Culley, Chairman

