

# Potter Township Park and Recreation Board

## Meeting Minutes – July 9, 2019

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Board Members Present: Mike Troyan, Ann Glaser, Justin Seyler, Heather Shakley, Tina Gearhart

Meeting called to order at 7:00 pm

Meeting minutes from June were read and accepted. Justin motioned and Tina second.

### **Tom Kistler present to discuss Colyer Lake**

- 2013-Save Colyer Lake Corp established, Tom Kistler, President
- Raised \$146,000 to prioritize Colyer Lake
- All improvements to Lake area must be approved by Fish and Boat Commission, including trail signs
- Bridges to cross Sinking Creek cost a higher amount of money than anticipated
- Linda Marshall's husband working on the footbridges to be installed (+permits)
- Tom estimates approximately 30-40 hours/year for maintenance by volunteers
- Maintenance of park area at Colyer Lake is responsibility of Potter Township
- Need a permit to use Colyer Lake for events (will look at Fish and Boat Commission website to access permit application process)
- Tom presented the Park and Rec Board with a Colyer Lake Trail map

### **Old Business:**

The Parks and Rec board will have a general email in order for the public to contact us. Heather will take charge on checking this email address and forwarding/responding as appropriate. This email will be listed on the township website.

### **New Business:**

- Lisa needs agenda prior to each meeting (John)
- Lisa discussed Newsletters (2x/year-April/September)
- Needs information for submission no later than July 23 (Justin)
- Emails for the Park and Rec board have been set up by Denny Foust (Lisa will send information on how to set up and access)

**Current Volunteer Policy:**

- We may have up to 30 volunteers per event, through the age of 64
- 65+, need number of volunteers to add a rider to the policy
- Volunteer forms need to be completed and turned into the township office
- All volunteers should complete a new form for every April 1 – March 31
- Park and Rec Board members are covered under the township's liability policy

**Budget:**

- Budget items need to go to Lisa ASAP, supervisors will work on the budget in September
- Planning one Park and Rec event per quarter?
- Moved to request monies for 2020 Park and Rec Budget (Justin motioned, Tina second)
- John will need to make official request to Lisa for budget money

**Grant Workshops:**

- Organization grants for federal, state and local available
- See Senator Corman's office for paper copies
- Lisa will look into getting us copies of PA Municipal Leaders Grant and Resource Guide

**Community Survey:**

- Heather compiled an online survey through Survey Monkey for Community Feedback (will share at August meeting)
- Park and Rec Board present for two days at Colyer Lake Guided Hike offered by Centered Outdoors
- Tina is compiling information from surveys taken during this event and will share at August meeting

**Upcoming Topics:**

- What are our plans for the table at Grange Fair (need to speak with Mary Carol Prior)
- How/Do we want to distribute our online survey? Valley Grapevine? Voting day?

Meeting adjourned at 9:00 PM

Meeting Minutes Respectfully Compiled and Submitted by Heather Shakley