

**PLAINFIELD TOWNSHIP  
RECREATION BOARD MEETING  
November 6, 2018**

The regular monthly meeting of the Plainfield Township Recreation Board was held on Tuesday, November 6, 2018 at the Plainfield Township Municipal Building, 6292 Sullivan Trail, Nazareth, PA 18064.

Tony Borger called the meeting to order at 7:00 P.M.

The Pledge of Allegiance was performed.

**ROLL CALL:**

The following Recreation Board members answered roll call: Tony Borger, Robert Cornman, Jr., and Roy Bellis. Mr. Alex Borger was excused from attending the meeting.

Also present were Township Manager, Tom Petrucci, and Board of Supervisors liaison to the Recreation Board, Glenn Borger.

**I. APPROVAL OF MINUTES:**

**ACTION: Motion was made by Bob Cornman and seconded by Roy Bellis to approve the October 2, 2018 meeting minutes. Motion approved 3-0.**

**II. NEW/OLD BUSINESS:**

**A. 2019 Parks/Recreation Budget General Discussion**

The members of the Recreation Board reviewed the 2019 Proposed Recreation Fund Budget as prepared by Tom Petrucci. An executive summary of the key aspects of the 2019 Proposed Recreation Fund Budget is provided as follows:

- The 2019 Proposed Recreation Fund Budget is balanced at \$85,000.00; it utilizes \$76,250.00 in carryover funds out of the current Recreation Fund balance in order to accomplish the balancing of the revenues/expenditures.
- \$15,000.00 was included under line item 451.261 (Supplies) in order to provide for the installation of aesthetic timber barrier leading from the Gap View Road driveway at the park. It was recommended by the Road Department to replace the telephone poles that line the driveway with the aesthetic timber barrier. This work will be conducted by the Road Department. Tony Borger suggested that the barrier starts at the first set of speed bumps along the driveway so as not to completely block off the parking access. Tom Petrucci will provide a map to the Recreation Board and the Board of Supervisors prior to the commencement of the project.

- \$35,000.00 was placed in both line item 451.601 (Park Construction) and line item 452.600 (Trail Construction/Improvement) as placeholders in the event that the Township desires to apply for Recreation-focused grants during the 2019 fiscal year. Tom Petrucci noted that the timing of the completion of the Northampton County Gall Farm Park/Plainfield Township Recreation Trail Master Site Plan may come after applicable grant application periods have passed. The Recreation Board felt that it would be prudent to utilize the results of the completed Master Site Plan in order to help seek grant funding.
- Mr. Cornman asked if there is a projected amount of recreation fee revenue for 2019. Mr. Petrucci stated that he only forecasted \$4,500.00 in revenue, as there are no current outstanding major Land Development projects that would justify increasing the amount of projected recreation fees for 2019.
- It was discussed that the Recreation Fund Budget should account for increased maintenance/improvements costs at the Farmer's Grove facility in the future. It was discussed that the increased use of the buildings will require the allocation of additional funds.
- The General Fund Recreation line item was kept at \$10,000.00 in accordance with the General Fund Budgets approved by the Board of Supervisors in recent years.
- Tom Petrucci reported that the Board of Supervisors provided \$50,000.00 in funds within the 2019 Capital Reserve Fund Budget to commence the NPDES and septic permit work for the proposed Pavilion/Snack Stand project at Community Park.

B. Field Usage Policy/Field Usage Fees (Internal/External Organizations) Discussion; use of Fees for Maintenance/Line Painting

- Mr. Tony Borger requested that this agenda item be placed on the agenda for the December Recreation Board meeting.
- Mr. Tony Borger also reported that Junior Knights Baseball has made a request to use the Plainfield Township Athletic Association Sullivan Trail facility in 2019, and he will report back to the Recreation Board members as to whether that request is granted by the decision makers of the Bangor Softball/Forks Soccer Club/Notre Dame Green Club.

C. Official Map- Review of Future Parks /Trail Connections

- The Environmental Advisory Council is currently working on the development of an Official Map in accordance with a 2018 Lehigh Valley Greenways Conservation Landscape grant that was awarded to the Township. In developing the Official Map, it was recommended that the Recreation Board should be

consulted in order to discuss recommendations for existing and future Parks/Trail facilities and planned/possible connections between all of the facilities.

- The Recreation Board made the following recommendations concerning the development of an Official Map:
  - Developing an on-road bike path from Municipal Park to Community Park.
  - Incorporating the West Bangor Memorial onto the Official Map.
  - Expansion of the Belfast Junction and Knitter’s Hill Recreation Trail Parking Lots.
  - Accounting for Gall Farm Park and the planned Recreation Trail trailhead.
  - Add the conceptual ideas of the Northern Tier Trail. Tom Petrucci will attempt to receive a copy of the GIS shapefiles from the Northampton County consultant working on that project.
  - Accounting for the Two Rivers Trail 9A/Jacobsburg Park connection trail project.

D. Community Park at Kesslersville – Discussion on Future Overall Master Site Plan/Pavilion Facility (Restrooms/Snack Stands)

The members of the Recreation Board referenced the extensive discussion that took place during the past two meetings of the Recreation Board to provide recommendations to the Board of Supervisors on possible projects for the Master Site Plan/Pavilion Facility at Community Park. Discussion on this assigned task will continue at the next Recreation Board meeting; Tom Petrucci will provide a summary of all projects discussed to date for the use of the Recreation Board.

**III. PUBLIC COMMENT- AGENDA/NON-AGENDA ITEMS:**

Victor Gaeta: Mr. Gaeta is a Political Science Major as well as a Plainfield Township resident, and he was asked by his family to ascertain whether the Township would consider donating more funds to the Blue Mountain Community Library. Mr. Gaeta stated that the hours of the Blue Mountain Community Library are often sparse, and he wanted to know if the hours could be increased. Mr. Cornman provided Mr. Gaeta with the relevant contact information for the Blue Mountain Community Library.

Mr. Tony Borger informed Mr. Gaeta that the Recreation Board currently has a vacancy, and Mr. Gaeta was handed the Plainfield Township Boards and Commission Application form if he was inclined to join the Recreation Board.

Bob Abbott: Mr. Bob Abbott (Masonic Motorama) was in attendance in order to inquire whether the dates of May 30<sup>th</sup> to June 1<sup>st</sup> would be available for a planned Horsepower Showdown (Presented by Smoke and Speed) event. Mr. Petrucci indicated that he would need to review those dates and report back to Mr. Abbott. Mr. Abbott was informed that the standard License Agreement, Certificate of Insurance, and PennDOT approvals would all apply. The proceeds of the Horsepower Showdown event will benefit the Pen Argyl Fire Department. Mr. Abbott also stated that he was aware that he will need to work with the Plainfield Farmer's Association for the use of the Farmer's Grove facilities.

#### **IV. ADJOURNMENT:**

Having no further business to come before the Recreation Board, a motion was made by Robert Cornman and seconded by Roy Bellis to adjourn the meeting. The motion was approved unanimously.

The meeting adjourned at 8:45 P.M.

Respectfully submitted,

Thomas Petrucci  
Township Manager  
Secretary to Recreation Board