

**PLAINFIELD TOWNSHIP  
RECREATION BOARD MEETING  
APRIL 6, 2021**

The regular monthly meeting of the Plainfield Township Recreation Board was held on **Tuesday, April 6, 2021** via Telephone Conference Zoom Meeting Call-In Number 1-877-853-5247 (US Toll Free), as permitted by Act 15 of 2020. The meeting ID# was 859 1359 1260.

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

**ROLL CALL:**

The following Recreation Board members answered roll call: Tony Borger, Robert Cornman, Ira Hiberman, Robert Farley, and Roy Bellis.

Also present were Township Manager, Tom Petrucci (Secretary to the Recreation Board). Glenn Borger, who is the Board of Supervisors liaison to the Recreation Board, was excused from attending the meeting.

**I. APPROVAL OF MEETING MINUTES:**

**ACTION: Motion was made by Bob Cornman and seconded by Roy Bellis to approve the February 2, 2021 meeting minutes as submitted.**

**Motion approved. Vote 5-0.**

**II. NEW/OLD BUSINESS:**

**1. Review of Aesthetic Timber Barrier Placement- Knitter's Hill Recreation Trail Parking Area:**

The Recreation Board reviewed a proposal that was submitted by Tom Petrucci and the Road Department to replace the aging/deteriorating telephone poles that are currently serving as parking barriers at the Knitter's Hill Recreation Trail Trailhead/Parking Lot with TimBarrier aesthetic timber barrier. The cost of the materials of the TimBarrier is \$4,998.60; Road Department personnel would conduct the work of installing the barriers.

Robert Farley noted that the barriers would go further toward the roadway; however, the additional area would not encroach into the right-of-way.

**ACTION: Motion was made by Robert Cornman and seconded by Robert Farley to submit a recommendation to the Board of Supervisors to install TimBarrier aesthetic timber barrier at the location of the Knitter's Hill Recreation Trail Trailhead/Parking Lot in accordance with the cost estimate provided by S.I. Storey Lumber Company, Inc. in the amount of \$4,998.60 and the drawing submitted by the Road Department, provided that the Township clarifies**

**whether the anticipated two (2) additional parking spots on the grass are warranted and feasible.**

*Prior to the vote, it was asked if there were any further questions or comments.*

Tony Borger stated that it appeared that the additional length of the barrier to sixty-eight feet (68') would provide two (2) extra parking spaces on the northern side of the lot, but that stone would need to be added at the location (as it is currently grass). The additional twenty-five (25') feet would create at least two (2) new spots. Tom Petrucci will clarify the intent of adding these two (2) spaces to the parking lot (this action was added subsequently to the motion).

**Motion approved. Vote 5-0.**

**2. Review of Proposed Plainfield Township Municipal Park Pavilion Designs (2019 Liveable Landscapes Grant Project):**

Due to budgetary and cost-value concerns, it was necessary to review a revised design of the Northampton County Liveable Landscapes Program grant-funded Municipal Park Pavilion project.

The original goal of this project was to provide a small pavilion facility at the Municipal Building to allow for small gatherings and to provide some level of shelter for athletic teams from the elements, as needed.

The total project budget is \$69,595.00, with half of the cost to be provided by the Township and the other half funded by Northampton County. The original intent was to have the Road Department assemble the structure.

The Recreation Board members reviewed a COSTARS price quotation ("RP, Plainfield Township 3-29-21") from George Ely Associates to provide a larger and more functional pavilion facility at a reduced price. Additionally, a Willow Playworks-prepared price quotation, which included the installation of the pavilion, the necessary excavation/site work and the installation of the concrete pad, was reviewed. The total cost of the project for both the pavilion and all necessary installation would be \$59,298.00.

The 20'x 36' pavilion size will give the Township the capacity to put approximately ten (10) six feet (6') picnic tables (based on a standard size table of 6'x5'). This size will be more than enough to also put some eight feet (8') ADA-compliant tables into the design configuration, depending on the needs of the Township.

Ira Hiberma questioned whether the proposed metal roof would be more susceptible to lightning strikes- noting the use of the facility by athletic teams. Tony Borger stated that he possessed past experience working with lightning rods, and he did not feel this facility was any more susceptible to lightning strikes (in other words, this particular facility does not need lightning rods from a safety perspective, in his opinion).

**ACTION:** Motion was made by Robert Cornman and seconded by Roy Bellis to recommend that the Board of Supervisors approve the installation of a 20' x 36' pavilion at the Municipal Park facility in accordance with the COSTARS price quotations submitted by George Ely Associates and Willow Playworks in the total amount of \$59,298.00 and consistent with the funding provided by the 2019 Northampton County Liveable Landscapes Grant budget in the amount of \$69,595.00.

*Prior to the vote, it was asked if there were any further questions or comments.*

Motion approved. Vote 5-0.

**3. Review of Program of Areas: Plainfield Township Community Park Pavilion:**

The members of the Recreation Board reviewed the following proposed Program of Areas (as prepared by USA Architects) for the Plainfield Township Community Park Pavilion project:

**Plainfield Community Park - Pavilion**

**Program of Areas**

Project No. 2021-037  
DATE 03.25.2021



USA Architects Planners + Interior Designers

Program of Areas							
Space / Room	SUGGESTED				Comments	Access	Materials
	RFP	AREA SF	QTY	TOTAL SF			
<b>Outdoor</b>							
Open Pavilion	960	960	1	960	Oriented towards the Baseball fields (South) OR the Playground (North). A-3 Assembly space. Occupancy for picnic tables or other moveable seating per IBC 2015 Ch. 1004.1.2, Tables and Chairs (at 15 SF per person) = 64 Occupants.	Exterior. Interior from Meeting Room.	Exposed Rustic wood structure, posts and trusses (typical throughout). Exposed (sealed) concrete floor. Natural stone exterior wall and/or column accents (typical)
	960		1	960	1/3 Total Program Area.		
<b>Indoor</b>							
Men's Restroom		120	1	120	(1) ADA Toilet, (2) Urinals and (2) Lavatories.	Interior and/or Exterior.	CMU walls - Standard, Painted or Glazed. Optional wall tile wainscot with balance of wall painted. Suspended hard ceiling or exposed structure. Sealed concrete floor with floor drain(s).
Women's Restroom		120	1	120	(1) ADA Toilet, (1) Standard Toilet and (2) Lavatories.	Interior and/or Exterior.	CMU walls - Standard, Painted or Glazed. Optional wall tile wainscot with balance of wall painted. Suspended hard ceiling or exposed structure. Sealed concrete floor with floor drain(s).
Kitchen		600	1	600	Three bin sink, Industrial grade Refrigerator(s) and Freezer(s), Griddle and other appliances/equipment TBD. Room to include a Fire Suppression Hood, HVAC and Propane. Interior or Exterior access.	Exterior for service. Interior to Snack Bar and Meeting Room.	CMU walls - Standard, Painted or Glazed. Optional full height wall tile. Suspended hard ceiling or exposed structure. Resinous flooring (chemical resistant) with floor drain(s).
Snack Bar		140	1	140	Space adjacencies to the Kitchen and to the Open Pavilion. Roll-up window and counter service, cabinetry, and food storage.	Exterior to Pavilion. Interior from Kitchen.	CMU walls - Standard, Painted or Glazed. Optional wall tile. Resinous flooring (chemical resistant), with or without floor drain.
Meeting Room		500	1	500	Occupancy for Tables & Chairs layout (at 15 sf per person) = up to 30 occupants. Space adjacencies to the Pavilion, Kitchen and Restrooms. Lockable, secure (supervised use only).	Exterior to Pavilion. Interior from Kitchen and Restrooms.	CMU walls (to deck to provide sound isolation) - Standard, Painted or Glazed. Suspended 2x4 ceiling tiles or exposed structure. Sealed concrete floors, resinous flooring, or LVT.
Locked Storage		250	1	250	Vehicle Ramp and Roll-up door (size TBD) to Exterior for miscellaneous equipment and supplies, to be determined.	Exterior.	CMU walls - Standard or Painted. Exposed structure. Exposed (sealed) concrete floor.
Electrical Closet		50	1	50	Electrical service meter and electrical panel(s).	Interior.	CMU walls - Standard or Painted. Exposed structure or Fire Rated hard ceiling if required. Exposed (sealed) concrete floor.
Mechanical / Plumbing Room		100	1	100	Water service, Hot Water Heater, HVAC equipment. TBD with Engineer on other required equipment and room size.	Exterior.	CMU walls - Standard or Painted. Exposed structure or Fire Rated hard ceiling if required. Exposed (sealed) concrete floor.
Janitor's Closet		40	1	40	Mop sink, Utility shelf and cleaning equipment. Possibly located within Mechanical Room.	Interior from Restrooms.	CMU walls - Standard or Painted. Exposed structure or Fire Rated hard ceiling if required. Exposed (sealed) concrete floor.
	1920		7	1920	2/3 Total Program Area.		
<b>PROJECTED SQUARE FOOT AREA</b>	<b>2880</b>			<b>2880</b>			

Upon review of the Program of Areas, Tony Borger noted that there appear to be locations that could be lowered or increased; however, he will reserve final comment until the floor plans are received. He did not want to have a situation where not enough

floor space is dedicated to the open space itself. The Township will rely on the consultant's expertise to ensure that the square footage needs of the Township are met.

**It was the general expressed sentiment of the Recreation Board to move the Program of Areas for the Community Park Pavilion forward to the Board of Supervisors for final approval, provided that the consultant is asked to justify the listed square footage items (i.e. identify the statute or professional guidance). Additionally, it is the recommendation of the Recreation Board to provide at least one (1) more female lavatory and one (1) more male lavatory, provided this addition does not cause a change to the size and cost of the septic system. Following the approval of the Program of Area, the floor plans will be generated by the consultant.**

#### **4. Community Park Vandalism:**

The Recreation Board discussed the rutting vandalism that occurred at Community Park on or about March 21, 2021.

Tom Petrucci informed the Recreation Board members that the Township has an existing security camera server system which additional cameras could be integrated into, provided that internet service is available at the Community Park location. It was noted that the police department could remotely view a live feed of Community Park by way of this system.

Following review and discussion, the Recreation Board members took the following action.

**ACTION: Motion was made by Ira Hiberman and seconded by Tony Borger to recommend to the Board of Supervisors that security cameras be installed at the Community Park facility to account for both the planned use of the facility now and in the future (specifically, the pavilion facility). The cameras should be focused on the playground area and parking areas.**

*Prior to the vote, it was asked if there were any further questions or comments.*

**Motion approved. Vote 5-0.**

Following the vote, Ira Hiberman suggested that the Township confirm with the Slate Belt Regional Police Department as to whether or not they are patrolling the Community Park facility on a regular basis.

Additionally, Mr. Hiberman recommended that the Township reach out to the athletic departments and educational entities in the area and ascertain whether there any programs that are (or could be) implemented to promote anti-vandalism awareness measures.

Tom Petrucci noted that the Slate Belt Regional Police Department does currently have School Resource Officers (SROs), and he suggested that the Township should review whether the SROs currently incorporate anti-vandalism educational measures as part of their curriculum.

Ira Hiberman stated that he will determine whether there are any existing anti-vandalism measures in place. From there, he and Tom Petrucci could devise an action plan to address this issue. The Recreation Board members were amenable to this course of action taking place.

Tony Borger also recommended that the Township explore the option of installing aesthetic timber barrier along the Community Park walking trail path from the baseball fields to the tree line- noting that this was the point of entry that was utilized in the rutting incident.

**5. Snow Removal on Recreation Trail:**

Tom Petrucci stated that residents had inquired during this past winter season as to whether the Township could plow the Recreation Trail after winter storm events. It was his understanding that the Recreation Trail has traditionally been used for cross country skiing during the winter months.

Robert Farley noted that there are more walkers and cyclists on the trail than cross country skiers.

Tony Borger suggested that the Township could leave the corridor from the Knitter's Hill Recreation Trail Parking Lot/Trailhead to Buss Street as the unplowed designated country skiing area (and plowing from Belfast Junction to Knitter's Hill). The Recreation Board members expressed the sentiment that this proposal should be recommended to the Board of Supervisors for their consideration of approval.

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

There were no members of the public in attendance during the meeting.

**IV. ADJOURNMENT:**

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

The meeting adjourned at 7:48 P.M.

Respectfully submitted,

Thomas Petrucci  
Township Manager/Secretary to Recreation Board