

Springfield Township, Bucks County
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Parks and Recreation Board (PRB) Minutes
13 June 2016

1. Attendance

PRB Members Present: Sue Ziegler (Chairperson), Doug Litzenberger (Vice Chairperson), Frank Hollenbach (Recording Secretary), Bill Ryker, Sandy Rice.

Also present: Michael Brown (Township Manager), Karen Bedics (Township Supervisor).

2. Call to Order - Chairperson Ziegler called the meeting to order.

3. Pledge of Allegiance

4. Minutes

Ms. Rice had provided draft minutes for the 5/8/16 PRB meeting. Some minor annotations were noted including: the Neusch fund should be the Burdette Family fund (or alternatively, the Lehigh Valley Community Foundation), under the dedication wrap up – should be PRB (vs. PBR) and wraps (vs. warps), and for Branding Style Guidelines that Ms. Ziegler would discuss at Board of Supervisors (BoS) meeting.

Mr. Litzenberger motioned to approve the annotated 5/8/16 minutes, Ms. Ziegler seconded. Motion passed unopposed. Mr. Ryker and Mr. Hollenbach abstained since they were not present for the 5/8/16 meeting.

5. Budget Report

Ms. Ziegler reported there was no significant activity in the past month.

6. Township Manager Report

Mr. Brown discussed the presentation he intends to make to the BoS on 6/28/16. The presentation will focus discussion on the Open Space funding (vs. make up of the PRB and OSC). Mr. Brown had provided draft charts to the PRB. Mr. Hollenbach noted that the 1991 Parks and Recreation plan was completed but not adopted – per the 2002 Comprehensive Plan.

7. PRB Chair Updates

Ms. Ziegler mentioned the budget line item for a basketball hoop at Zion Hill Church. Ms. Bedics reported that someone on the church committee was looking at this.

There was discussion on the Branding and Style Guide. Ms Ziegler discussed items such as fonts and lettering so that signs look similar; materials being used by volunteers. Mr. Ryker will work with Ms. Ziegler. One action may be to possibly create a template of items to be used – logos, icons, fonts, etc. The BoS requested PRB to work up an example. The example would then be suggested for the website, volunteer projects, etc. It was noted that the PRB has already started this by using the icon from Open Space that has also been used by the Town Watch.

There was discussion on the Park Dedication framing. Mr. Ryker offered to get frames at a discount (possibly from Michael's). Ms Rice offered to help with the framing and matting. They will work with Mr. Brown to enable a tax exempt purchase for the Township.

The PRB will be on the 8/23 BoS meeting to present accomplishments and budget.

Ms. Ziegler reported she had sent thank you notes to Rep. Statts and Sen. Mensch for their support of the park dedication.

8. Public Comments

There was no public comment on non-agenda items.

9. Merge with the Open Space Committee (OSC)

Mr. Litzenberger started the discussion. He felt the biggest concern was workload. There would be a benefit for the groups to come together so that the groups might work together. Mr. Brown provided a printout as a result of watching the two boards in recent months. The printout depicted items such as the purpose, abbreviated history of open space, and goals of both organizations. The 0.25% EIT referendum in 2001 raised >\$1.5M prior to the 2006 \$5M Open Space bond. In 2012, over \$4.8M of the bond had been spent. The OSC discussed the merger issue at their Tuesday meeting. Group is okay with abandoning the criteria (beyond the pipeline projects) assuming approval from the BoS.

There was PRB discussion on the OSC funds and allocation amongst goals. There is a question of governance for OSC and what was the process used by OSC to purchase easements / land. There was concern expressed over what the funding was being spent on to date. The PRB expressed concern that the following be addressed: OSC members clean up accounting of the projects in pipeline and the \$5M bond funding that has been fully spent; and that new acquisitions should address items #5 and #6 (Parks and Trails).

It was noted there is no urgency to spend remaining funding. County funds are spent to satisfy the bond, so arbitrage is not an issue.

10. Trails Update

Mr. Hollenbach reported that there was an email exchange with Rich Brahler, County Planner, concerning the Rail Trail design project. The County did not receive a schedule as part of the bid. The County is moving forward with the PA DEP and considering the wet areas - causing by the swale being filled - as wetlands. John Brunner will be retiring soon. The next PA Highland Trails Network (PHTN) will be on 6/30/16. Mr. Brown mentioned that the Richland Township Solicitor has requested a 6/20/16 conference call with SEPTA, Richland, and Springfield.

11. PRB Comment

There was discussion about the NPDES permit and whether it had been closed. Mr. Brown will check with the project engineer.

12. Adjournment

The PRB meeting was adjourned so that the PRB could go to executive session.

Respectfully submitted,

Frank Hollenbach

PRB Recording Secretary

Next meeting: 7:30 PM, 11 July 2016

Minutes Approved: Monday, 8 August 2016