

**MINUTES
NORTH LEBANON TOWNSHIP
PARKS & RECREATION BOARD
August 8, 2007**

The meeting of the North Lebanon Township Parks & Recreation Board was called to order at 7:00 PM at the North Lebanon Township Municipal Building located at 725 Kimmerlings Road, North Lebanon Township. The meeting started with the pledge to the flag.

The following members were present:

Jay Snavely	Member
Constance Snavely	Member
Heather Pedersen	Member
Gary Zelinske	Member
Sheila Wartluft	Asst. Manager

MOTION: Motion was made and seconded to approve the July minutes. Motion unanimously approved.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

OLD BUSINESS

Pertinent Issues

Park Agreement Review

Sheila stated she had compiled a draft of an agreement which she would like the Board to review and express their opinions. Member Snavely asked how would we identify a group that may be using the facilities without registering or paying the agreement fee. Discussion followed regarding collecting these fees and how and if they would be assessed a penalty. Sheila stated she felt it was important that they implement the agreement and collect a fee therefore leading to taking back some of the control over the Township's property and also to recoup some of the costs of maintaining the fields. She listed some of the things the Township is now currently providing for upkeep of the fields at the cost of the Township. She stated she felt that anyone who is using any of our fields or concession stands should receive an agreement. Suggestion was made by member Zelinske that we start compiling a list of those groups which are currently using the fields. He also suggested the Board look at costs over the past three years and to help come up with a fee. Sheila suggested they might possibly add a clause for special one-time events. Member Snavely suggested they start sending out letters now to get a start for next year.

Member Zelinske asked if any of the board members had suggestions for making changes on the draft agreement. He suggested some minor changes in format and also duplications. He also suggested they invite a representative of the organizations to a meeting and give them a chance to have some input into the process and then get it finalized. Discussion followed regarding some of the points in the agreement. Sheila stated most municipalities are already assessing user fees. It was suggested they start with the changes already discussed and that they can continue to keep revising it until they are satisfied with the agreement.

Sheila stated she had received feedback from the DCNR regarding the Park and Rec Comp Plan. She stated they would like to have a statement inside the front cover that this project was funded by a grant. They would like us to develop an executive summary which will outline our goals for the plan. They would like a list of committee members and officials involved with study, a color copy of the final draft, and how we compare with the rest of the county. All of these things will need to be completed by Rettew. She stated Rettew is planning to attend the September 17th Board of Supervisor's meeting and do an official adoption of the plan by resolution. There was a discussion of developing the new park.

NEW BUSINESS

Sheila stated she had sent out letters to three organizations regarding some budgeting items with a deadline for their requests before the September meeting.

Sheila stated regarding the Fifth Ward Athletic field, there had been a letter that they may request the Township to take over the field.

MOTION: Motion was made and seconded to adjourn the meeting. Motion carried.

With there being no more business brought before the Park and Recreation Board the meeting was adjourned at 8:05 P.M.

Respectfully submitted,

Barbara Bertin
Recording Secretary