

**Tulpehocken Township Planning Commission Meeting
December 1, 2016**

Present: Planning Commission Members: Robert Sattazahn, Lavern Frey, John Zimmerman, Scott Hetrick, Ray Daub, Gary Deck and Heather Claman (Planning Commission Secretary). Board of Supervisors: Richard Kramer, Lester Feick and Gary Deck. Recreation Board Members: Richard Klopp, Troy Lape, Shelly Derr and Larry Boyer. Also present were Michelle Lynch from the Reading Eagle and Steven & Susan Landes with Recreation and Parks Solutions.

The Planning Commission meeting began at 7:01 p.m. and continued with the pledge to the American Flag.

The minutes from the November 3, 2016 meeting were reviewed and approved as written.

Public Comments: None.

Active Plans:

Mountain Meadows Phase 2: No discussion. Time expires March 8, 2017.

Camp Calvary: No discussion. Time expires March 19, 2017.

New Plans: None.

Walk-In Discussions: None.

Other Business:

John Zimmerman mentioned the status of converting the street lights in Mt. Aetna and Rehrersburg to LED lighting. When is this going to happen? John stated that he was told the end of the year. It was mentioned that the Board of Supervisors should check into this further to see what the status is with the conversion. Lester Feick presented a folder with all of the paperwork and correspondences the Township has had with Met-Ed regarding this situation. There are designs, orders and contracts on file. Lester will call Met-Ed on Friday, December 2.

Steven & Susan Landes from Recreation and Parks Solutions were present to discuss the Recreation space options within the Township. Both of them are Parks and Recreation Professionals for a number of years. They asked questions of the Township as far as when the Recreation Board was formed. It was reported that it was formed in approximately 2008 when Mountain Meadows development started and that the Recreation Board needed to be formed to obtain recreation grants. The Township currently has 1 acre of land along Loins Park Drive designated for recreation use at this time. There is also recreation space that belongs to the Lions Club of Rehrersburg, which is approximately 3-4 acres and the Lions Club of Mt. Aetna has 1-2 acres.

The Township needs a plan and vision for recreation area. A grant to put plan together to canvas the community to see what they would like to see and work together with the space we have. Shelly Derr commented that the Mt. Aetna Lions Club is not looking to turn their land over to the Township because they are doing well on their own with fundraisers. There are

approximately 17 members of the Mt. Aetna Lions Club. They don't want to update everything to code because it is not as simple. Rick Klopp is a member of the Rehrersburg Lions Club and he stated that the Lions Club is interested in what can be done with the space that the Lions Club currently has. He feels we as a Township need a plan, goal and a direction.

Sue Landes stated that there are two major grant opportunities. A Peer to Peer Program which could be applied for anytime. This would be an action oriented planning process that DCNR (Department of Conservation and Natural Resources) offers. It is a simple grant application. A recreation professional would help convene groups such as the Lions Clubs, Recreation Board, Planning Commission or any other interested groups. This is a \$10,000 grant that would require a 1% match by the Township. There would be a recreation professional such as Steve or Sue that would be matched with the Township for approximately 1-1 ½ years and they would attend all of the Recreation Board meetings and any other meetings that would be scheduled for recreation discussion. The goal is to make something good happen with what land the Township has currently. The Township should get in touch with the Northeast Regional Advisor through DCNR, Lorne Possinger.

The other grant opportunity would be a Community Conservation Parks Program. This would consist of grants for development, opposition and planning for recreation space. A Comprehensive Open Parks and Recreation Grant is more enhanced and would be a \$50,000-\$60,000 grant and would require a 50% match by the Township. Since Tulpehocken Township is a smaller community the grant could be \$30,000-\$40,000. There would be a recreation professional and landscape architects to get the layout of the Township, budget and it is a much more enhanced community outreach part of the plan. January through April is the window for this grant application.

Sue's suggestion is to start with a Peer to Peer Program first and then look at Comprehensive Program afterwards. DCNR typically works with the municipality through the Peer to Peer and then will help fund the Comprehensive Program once an application has been completed and approved. They want to start with the needs and progress with the community. Peer programs help with short and long term goals. The simple online application would basically state what the Township would like to do with the recreation space. The Township would like assistance with organizing goals for the Recreation Board and future development of the one acre of property and building partnerships.

There is a concern with the up keep and maintenance of the recreation space and inspections. Steve commented that the inspections of the equipment would be informal and quick and could be done in house. They could be performed quarterly or semi-annually. There aren't any laws or standards for the equipment. If there is an incident, then that would be when the inspection records would be pulled and reviewed. This is something that would need to be worked out in the planning process.

John Zimmerman asked for Steve and Sue to explain what happens at the meetings if the Peer to Peer grant is approved. They stated general brainstorming, demographics, structure of Board meetings, what is possible, a vision, a mission statement, scope of work and a citizen's survey which could be prepared by the professional that is paired with the Township. The professionals

would invoice the Township and the state (DCNR) would send the grant money to the Township for the invoices to be paid. The Recreation Board did a survey in approximately 2008 and about 100 people gave feedback. Richard Klopp will look for information on file. Steve and Sue stated that it would be good background material.

There was a question on a one time Park and Recreation fee. How can that be set up? Requirement for land turned into money. A mandatory dedication ordinance is geared towards a developer dedicating land. Or if the developer doesn't want to give land, there is a formula in the ordinance to be converted into money. Typically this is done on land development, not single lots. Richard Klopp asked "How does the Recreation Board work for the community without increasing taxes?" Sue's response was that Parks and Recreation is a government service, it is part of municipal government so there should be tax support because it is for public use. Statewide there is an average of \$36 per capita that goes to Parks and Recreation across Pennsylvania.

Sue mentioned that the Recreation Board members may want to consider joining the Pennsylvania Park and Recreation Society. This is a statewide organization based in State College and there is a conference that will be held in Hershey sometime in March 2017. There is a lot of training, workshops and ongoing information. It would be a good opportunity to get out and network with other Parks and Recreation members. There is a yearly fee and a quarterly magazine. *John Zimmerman made a motion to recommend to the Board of Supervisor that the Recreation Board members join the Pennsylvania Park and Recreation Society. Scott Hetrick seconded the motion. All Planning Commission members were in favor, motion carried.*

Sue will call the Regional Advisor with DCNR, Lorne Possinger to contact the Township and the Recreation Board Chairman. The Planning Commission Secretary will give a contact list to Sue for the Board of Supervisors, Planning Commission members, Recreation Board members and the Township Office.

All of the Recreation Board members would like the Township to complete the Peer to Peer Program application. John Zimmerman volunteered to come into the Township Office to complete the application form. *John Zimmerman made a recommendation to the Board of Supervisors to approve completing a Peer to Peer Grant application form. Ray Daub seconded the motion. All Planning Commission members were in favor, motion carried.*

John Zimmerman thanked the Recreation Board members for attending the meeting this evening. Troy Lape stated that they went to the Penn State Schuylkill campus in July of 2015. And they were discussing things that were way out of the Recreation Board's league at that workshop. This will be a good start for the Recreation Board to take with the Peer to Peer Program.

Laverne Frey made a motion to adjourn the meeting at 8:48 p.m., seconded by John Zimmerman. All voted in favor. The meeting was adjourned.

Respectfully submitted, Heather Claman,

Planning Commission Secretary