

Summit Township Recreation Board  
Regular Business Meeting  
Wednesday, May 18, 2016

The Regular Business Meeting of the Summit Township Recreation Board was held on Wednesday, May 18, 2016 at the Summit Township Offices 1230 Townhall Road West, Suite 100 Erie, PA 16509.

MEMBERS PRESENT: Sean Earley, Chairman  
Kelly Ford, Vice Chairwoman  
Steve Skelly, Board Member  
Mike Pace, Board Member  
Regina Erbin, Board Member

OTHERS PRESENT: Mark Welka, Supervisor  
Pat McGuire, Rec Program Director

CALL TO ORDER:

The Meeting was called to order by Chairman Sean Earley at 5:00PM with a quorum established.

ACCEPT MINUTES:

A Motion was made by K. Ford to approve the meeting minutes of April 20, 2016 as presented, seconded by M. Pace; and carried unanimous by a Vote of 5-0.

Vote 5/0

OLD BUSINESS:

- **Project Update** – Supervisor Welka reported:
  - Astro turf was donated for the batting cages located at Community Park.
  - A drinking fountain will be installed at Community Park.
  - Discussion was held about the need for a security camera system for Community Park.
  - The removable walking bridges needed for stream crossing at Picnicana Park walking trails are ordered.
  - A new gate was installed near the township building entrance to Community Park.
  - Picnicana Park additional parking lot is going out for bid

- **2016 Picnicana Summer Program** – P. McGuire reported 57 children signed up for the Day program and 5 signed up for the Pre-School program, which is a significant decrease from previous years. She also reported there were 27 inquiries requesting a weekly rate, who did not register for the seven week program. The program will require nine employees; five will be returning employees and four additional new hires will be needed. S. Earley made a motion to approve the new hires presented by P. McGuire which will include the necessary clearance requirements, K. Ford seconded the motion.

Vote 5/0

The Board also discussed the Supervisors decision to disapprove late registrations. Due to the requirement of adult per child ration, there will be open enrollment positions that will not be utilized. The Board is concerned as the open spots would not incur additional expense if filled with late registrations and could bring in additional revenue for the program.

- **Summer Lunch Program** – P. McGuire understands the program requirements and training will be provided to the Picnicana Staff. Supervisor Welka reported there is a plan for the process of lunch pick-up and delivery.
- **Resident's Weekend** – A discussion was held on the various activities planned, reservations that are made and the need for additional planning for the weekend.
- **2016 Pass the Pancake 5K Run** – No update was available at the time of the meeting.
- **2016 – Pancake Breakfast** – No update was available at the time of the meeting.
- **Concession Stand** – Supervisor Welka previously reported there is potential that the concession stand at Community Park will be utilized and he will continue to pursue. The Board discussed the opportunity available and suggested a deadline be issued for a response of interest.

#### NEW BUSINESS:

- **Request to use Baseball Fields** –
  - S. Earley received a request from Kelly Hewitt (814-860-5809) at Parker Hannifin Corporation to use a baseball field at Community Park for a company recreational ballgame/picnic. After a brief discussion, the Board agreed to allow the usage of the baseball field to the Summit business at no charge with no security deposit required. The requested date is June 18<sup>th</sup> with a rain date of June 25<sup>th</sup>. A motion was made by K. Ford and seconded by S. Skelly to approve the request.

Vote 5/0

- Supervisor Welka received a request for baseball field usage for May 30<sup>th</sup> from Perry Hi-Way Hose Company. The Board also discussed the request; a motion was made by M. Pace and seconded by S. Skelly to approve the request at no charge and no security deposit will be required.

Vote 5/0

- The Board discussed future ballfield usage requests, the Board will:
  - Review each requests individually
  - Approve or deny the request
  - Provide the conditions for usage; if there is a charge and/or if a security deposit is required

ADJOURNMENT:

With no further business to discuss, a motion was made by S. Earley, seconded by K. Ford to adjourn the meeting at 5:34 P.M.

Respectfully Submitted,



Kathy Earley  
Secretary