

Oxford Area Recreation Authority
Minutes of Meeting of Thurs., April 18, 2019
Lower Oxford Township Building

Meeting called to order at 6:35 by Chairman Chip Benke

Members present – Arthur Astle (6:53), Chip Benke, Scott Fetterolf (via conference call), Candace Miller, Marcella Peyre-Ferry, John Reynolds.

Absent: Andy Marker Jeremy McKinney

Peyre-Ferry reported that she has contacted the Pa. Municipal Authorities Association regarding attendance by phone. She was advised that there is case law allowing board members to attend by phone as long as they can hear everything from the board and audience and the entire board and audience can hear them.

Miller reported speaking with Joe Beird regarding the status of board membership. He related that he is no longer serving on the board, but no written conformation of this has been received from him or Oxford Borough.

Visitors: none

Pledge of Allegiance and a moment of silence.

Agenda: Motion (by Reynolds, second Miller) to approve the agenda with additions under Treasurers Report for Pay Pal and Bank Accounts. Approved (5-0).

Minutes: Motion (by Fetterolf, second Miller) to approve the Minutes of the March Meeting. Approved (5-0).

Public Comment : none

Scheduled Visitors: none

Treasurer's Report: (Astle arrives) Treasurer Candace Miller provided reports. Bills since the last meeting total \$5,951.22. – Kevin Peyre-Ferry Grounds maintenance \$193.75; Atlantic Tractor (equipment maintenance) \$352.82; Camerons Hardware (supplies for ballfield maintenance) \$39.54; Stone Gate Lawn & Landscape (material bins) \$2,180; Lander Septic \$310; Fulton Bank Credit Card Services (equipment for park maintenance) \$534.73; Bricks R Us (brick order) \$1271.50; Candace Miller (treasurers duties/audit) \$1068.88.

Deposits (2) on 3-29-19 total \$160 – Joe Beird Misc. revenues \$52.77, Joe Beird donation \$7.23; Buy a Brick Fundraiser (2 purchases) \$100. On 4-18-19 total \$11,310 - Hickory Hollow Farm (Land Rent) \$5,500; Lower Oxford Township Dues/Donation \$5,500; Oxford Church of the Nazarene (facility rental) \$110; Buy A Brick Fundraiser (3 purchasers) \$200. Combined total \$11,470. **Motion (by Reynolds, second Peyre-Ferry) to pay the bills Approved (5-0-1, Peyre-Ferry abstains). Motion (by Peyre-Ferry, second Reynolds) to include an additional payment to McManns Mobile Pressure Wash for \$775 for cleaning the pavilion. Approved (6-0).**

Miller reported that gas cards are being processed

Miller reported that the Authority is now a member of Co-Stars. Benke, Miller and Peyre-Ferry are authorized users on the account.

Miller reported \$903.51 is in the Authority's Pay Pal account from brick sales and facility rentals. When additional accounts are set up, she will transfer that money to the Authority's events account.

Miller reported the Auditors have examined the Authority records. Filing may be done on-line this year.

Bank accounts need to be updated to open additional accounts to keep money for different purposes separated, and signers will need to be updated. Reynolds and Astle will be included as signers along with Benke, Peyre-Ferry and Miller so that there will be a signer from each township. **Motion (by Reynolds, second Peyre-Ferry) to pay the bills Approved (5-0-1,**

Miller suggested setting up different accounts for designated purposes ie. Events, capital fund, etc. **Motion (by Miller, second Peyre-Ferry) to do so. Approved (6-0).**

Motion (by Reynolds, second Astle) to accept the Treasurer's report Approved (6-0)

Grants Committee Miller reported on the status of the brick fund raiser. There were sales in the amount of \$3470 for round one, with \$150 in orders for round 2 so far. Brick cost for round one is \$1,271. Delivery is expected May 1,

Raffles – Peyre-Ferry will need a check to submit with the small games of chance application.

Dockstader Grant application was submitted by the deadline by Peyre-Ferry

DCNR grant deadline is May 31. It was the consensus of the board to skip this year and work on a proposal for 2020.

Web Committee Fetterolf reported that to date SWAT, Divas and LaCross have not sent checks for their field reservations.

Property Committee – Stone has been delivered. Thanks to Lower Oxford for fixing the pot holes in the park driveway. Also thanks to East Nottingham for donating materials for the new base for the shed.

The tractor rake has been received and is being used.

The shed is scheduled to be placed in it's new location outside the PECO right of way tomorrow.

Benke has gotten three quotes for repairs to the wood chip trail and switchback.

Project Committee – Material bins are complete, Diamondtex needs to be ordered. When wood chips are available they will go in the bin on the far end.

The Boy Scout who was going to work on the book trail is no longer involved in the project, but there may be another who is interested.

Events Committee - Pitch Hit Run – is set for May 4 from 9 a.m. to 1 p.m.

Because there will be no board meetings in the park this year, a date will be selected by Benke for the awards presentation at the park.

Kids to Park will be held May 18 from 9 a.m. to 1 p.m. Miller will look into getting a face painter, Peyre-Ferry will contact the Art Alliance about a craft, Benke will contact Rita's Water Ice. He will also contact Michael Watson to see if there is an electronic list of last year's participants.

Halloween event will be Oct. 11 and 12. Fetterolf will use the same basic time table for scheduling the event tasks.

Feasibility Committee – no report

Policy Committee - no report

Chairman's Report –no report

Secretary Report – Peyre-Ferry reminded the board that ethics forms must be in by May 1.

Motion (by Peyre-Ferry, second Miller) to approve all reports Approved (6-0).

Old Business – Fetterolf asked that the board move forward with adding electricity to the pavilion as planned last year. **Motion (by Fetterolf, second Astle) to do so using Bear Electric. Approved (6-0),** Fetterolf will contact the contractor.

Reynolds presented a variety of sign designs. One was selected. It will be forwarded to Oxford Borough to have a sign placed at the intersection of Third and Locust.

Funding alternatives – no new action

New Business – The Oxford Women’s club would like to meet at the park on May 1 and have a board member speak to the group. Fetterolf and possibly Benke will speak.

Discussion Items – East Nottingham will set aside millings for the bridge ramps. The need for locking ballards to prevent unauthorized access was discussed, **Motion (by Peyre-Ferry, second Miller) to authorize Benke to contract for ramp work for the bridge up to \$2,000. Approved (6-0),**

Public Comment- none

Correspondence - Authority Magazine, PMMA meeting brochures

Executive Session –none

Motion to Adjourn at 8:54 p.m. (by Miller second Astle) Approved (6-0)

Respectfully Submitted by

Marcella Peyre-Ferry – Secretary

Approved by