

Oxford Area Recreation Authority
Minutes of Meeting of Thurs., Dec. 20, 2018
Lower Oxford Township Building

Meeting called to order at 6:32 by Vice-Chairman Andy Marker

Members present – Arthur Astle, Scott Fetterolf, Andy Marker, Jeremy McKinney, Marcella Peyre-Ferry, and John Reynolds.

Absent: Joe Beird, Chip Benke, and Candace Miller.

The board has been advised that Michael Watson has resigned his position on the board. No written resignation has been received as yet.

Visitors: Nathan Dunn

Pledge of Allegiance and a moment of silence.

Agenda – Motion (by Peyre-Ferry, second Astle) to adopt the agenda with the addition of: 10b Tractor implements, 10c material bins 10d cat at park 16c electronic records, 16d approved agendas 19b meeting attendance, 20a Authority documents,

Minutes – Peyre-Ferry reported that Watson requested a revision to the first draft of the minutes to show more detail on the discussion of municipal funding for the Authority. That expanded version was submitted for approval **Motion** (by Astle, second McKinney) to accept the latest version of the minutes of the October meeting. There was no meeting in November due to snow storm. **Approved (6-0).**

Public Comment – Dunn presented his proposal for continuing to do mowing at the park in 2019. He would like to contract for three years if possible. There is an increase to \$400 per mowing, which he would like to do all areas weekly. Controlling thistles was also discussed. No action was taken.

Treasurer's Report: Treasurer Candace Miller was not in attendance, but sent in reports. . **Motion** (by Reynolds second Fetterolf) to accept the financial report **Approved (6-0).** Bills total \$1,487.50 include Kevin Peyre-Ferry \$187.50, Lander Septic \$250, Candace Miller –treasurer's duties \$1,050. Deposits total \$420 for dog park bricks. **Motion** (by McKinney, second Astle) to authorize payment of bills **Approved (5-0-1, Peyre-Ferry abstains)**

2019 Budget option 1 as approved in draft form in October was presented for final adoption, .

Motion (by Fetterolf second Reynolds) to adopt the budget **Approved (6-0)**

Co-Stars and Gas Card items were tabled until Miller can be present to discuss further.

Grants Committee Peyre-Ferry urged board members to promote brick sales on their social media sites. Discussion skipped ahead to meeting attendance. Beird has been a major help with the organizing of brick sales, but has not attended a board meeting since July. The Municipal Authority Act reads that a board member may be removed by their municipality if they miss three or more meetings in a row. The board is wondering if Beird will be available to attend in the coming year, as we have had several months in 2018 where there was not a quorum. It was suggested that Benke contact him for information.

Book Trail will be discussed with a potential eagle scout at a meeting Jan 3 at the boy scout cabin in Oxford. Reynolds and the Oxford Public Library are providing direction

Raffles – nothing new from Peyre-Ferry

Web Committee Fetterolf is having trouble linking the calendar to the new website. Promoting bricks on social media was discussed as was the administration of the facebook page, as Watson and Miller are the only current admins. It was suggested all board members should be able to post to the page.

Property Committee – Supplies are needed to repair paths at the park. The debris pile near the dog park still needs to be removed, but heavier equipment is needed. Astle will ask Lower Oxford if they can do the job.

Discussion of purchase of a yard rake or box blade to facilitate path repairs. . **Motion** (by Fetterolf second Reynolds) to consult member municipalities and investigate all options and use that information to make an appropriate purchase if necessary in an amount not to exceed \$1,200. **Approved (6-0).**

Material bins are needed. Two price quotes have been obtained by Benke, a third is being sought.

Kevin Peyre-Ferry found a cat at the park that appeared to have been dumped there. He called the SPCA which collected the cat and later reported that it was microchipped in southern Delaware. There may be a charge to the park from the SPCA.

Project Committee – Well project – tabled for more information

Events Committee - Compensation for Alvin Crews for his work on the Halloween event will be made in the form of a check in the amount of \$597.

Feasibility Committee – no report

Policy Committee - no report

Chairman's Report – no report

Secretary Report – Meeting dates for 2019 were set for the third Thursday of each month at 6:30 p.m. at Lower Oxford Township building. No meetings will be held at the park this year. The idea of a monthly work session was discussed and rejected. . **Motion** (by Fetterolf second Reynolds) to advertise meeting dates as discussed **Approved (6-0)**.

Peyre-Ferry asked for authorization to advertise the annual financial statement. **Motion** (by Astle, second Reynolds) to place the ad **Approved (6-0)**.

Peyre-Ferry reported that a right to know request was made for the Authority's utility bills. The request was withdrawn when the individual found out the authority has no utility bills. She advised that a right to know notice should be placed on the web page and an official Right to Know Officer appointed. . **Motion** (by Astle, second Reynolds) to make Peyre-Ferry the Right to Know Officer **Approved (6-0)**.

Peyre-Ferry asked if members would like copies of all Authority documents on flash drives. She will ask again after electronic files are organized.

Reynolds noted that after agendas are amended and approved, the amended versions are not seen again. He would like the revised and approved agendas to be distributed on a regular basis. Peyre-Ferry agreed to do so.

Motion (by Astle, second Reynolds) to approve all reports **Approved (6-0)**.

Old Business – Scout projects were discussed earlier

Insurance Carrier – policies for the new year have been received and will be filed./

Per capita contribution was discussed. Further discussion is needed with the municipalities, perhaps at a regional planning committee meeting.

Park directional sign – Reynolds will check on the status of this request with the Borough.

New Business – At a past meeting Watson had advised that a parks and open space recreation fee ordinance exists in East Nottingham Township but funds have never been directed to the Authority. As he is no longer a board member, further information is needed

Reynolds asked about final signed articles of incorporation, cooperation agreements and bylaws for the Authority. Different versions have been circulated, but no one seems to have everything. Marker will contact the Authority Solicitor to get copies. This should help clarify municipal and authority obligations.

Public Comment- none

Correspondence - Authority Magazine, Authority insurance policy, Christmas cards from auditor and Chester County Fence, Conservation District info on manure management seminars, PMMA annual update request.

Executive Session –none

Motion to Adjourn at 9:26 p.m. (by Astle second McKinney) **Approved (6-0)**

Respectfully Submitted by
Marcella Peyre-Ferry – Secretary

Approved by