

MAY 10, 2011
ANDOVER TOWNSHIP
RECREATION COMMITTEE

The regular meeting of the Andover Township Recreation Committee was called to order at 7:47 p.m. by Chairman Ed Burgio with the following members present: Brian Robinson, Mike Morel, Jodi Halteman, Maechele Alborano, Sabrina Burke. Regular member Janet Bardello and Alternate member #3, Bill Clark was absent.

OPENING STATEMENT: The Chairman noted compliance with Chapter 231, P.L. 1975 as being met.

MOTION TO GO INTO JOINT MEETING WITH OPEN SPACE: Chairman Burgio called for a motion to go into Joint Meeting with Open Space. Brian Robinson made the motion; it was seconded by Mike Morel, all in favor.

FLAG SALUTE:

ROLL CALL: The Secretary called the roll for the Recreation Committee with all members present with exception of Regular member Janet Bardello and Alternate member #3, Bill Clark. Carla Kostelnik, Chair of the Open Space Committee called the roll for the Open Space Committee with all members present with exception of Christine Kretzmer and Gail Phoebus.

MOTION TO APPROVE AGENDA FOR JOINT MEETING: Recreation Chair Ed Burgio asked for a motion to approve agenda for joint meeting. Motion was made by Carla Kostelnik and seconded by Mike Morel.

JOINT MEETING AGENDA

1. Removing sunken boat from Lake Iliff: We questioned whether there was any movement with this issue. Ed noted that the Road Department was working on getting the athletic fields ready for the upcoming season at this time. It was discussed that the first priority as far as getting assistance from the Sheriff's Department SLAP crews was the Abbey property. The letter requesting assistance listed what we needed help with after the Abbey property and number #1 was the trail and then Lake Iliff Access property.
2. Removal of invasive species: We need to have someone who is aware to go into the Lake Iliff property to mark with tape the invasive species so that we can have the SLAP program proceed with the removal when they are able. Carla Kostelnik volunteered and said she would get some other volunteers involved. She also said that any work done there has to be strictly manual with no power equipment at all. Mike Morel stated that he would get in touch with Committeewoman Gail Phoebus who has worked closely with the Sheriff's Department in gaining their cooperation and see if she is aware of when we could expect some help at the Lake Iliff Access property.

JOINT MEETING WITH OPEN SPACE, CONTINUED:

At this time we discussed some type of signage to be established at the road frontage of the Lake Iliff Access. If we want it to look similar to what is at Hillside Park then we could probably go to the rangers at Kittatinny Valley State Park who helped us get the Hillside Park sign. Further discussion took place regarding the type of sign we feel would be appropriate. We can bill the sign to the Open Space Fund. We need to decide what the sign should say and we all agree it must fit in with the rustic nature of the area. At this time it was agreed that we would form a subcommittee to work on the sign. Mike Morel and Ed Burgio who sit on both Recreation and Open Space volunteered to man this subcommittee.

At this time Carla Kostelnik mentioned that she has the understanding that the Open Space Committee needs to make recommendations as to expenditures that will be charged to the Open Space Fund. A resolution would have to be presented to the Township Committee for what is being requested for using these funds. We need to get going on what the sign will say and look like. Then we need to get some quotes as to what it will cost to produce and then we can determine when we would present this information and resolution to the Township Committee for their approval. It would be a good thing to have representatives from both the Open Space and Recreation Committees present at the Township Committee meeting when we get to that point.

3. 2011 Budget for Open Space: Carla wanted to know how much money is in the Open Space budget. The Director told her to contact the CFO, Gail Magura to get that information. Our new CFO is a shared service with Lafayette Township and is available in the Andover Township municipal building at 1 PM daily. Carla stated that she needs to know what funding is available since she would like to move forward with making an Environmental Center at the Lake Iliff Access which is adjacent to the Andover Regional School property at Long Pond School. This would be a great location for an Environmental Center where the Science Department at the schools could have nature studies and walks for the children to witness the frogs and etc. there. It would take some time to develop this but it is certainly a worthwhile project for both the township and the school to work on jointly. Once we are absolutely certain of what exactly we are permitted to do on the site, we could then proceed with developing an Environmental Center. Carla mentioned that we would need to speak with representatives from the school to see if there is an interest and then perhaps the school would have access to some type of funding for such a project. We will continue to work on this idea as we go forward.

PUBLIC COMMENTS: No public present.

ADJOURNMENT: At this time, 8:16 PM, Mike Morel made a motion to adjourn the Joint Meeting. It was seconded by Brian Robinson, all in favor.

RESUME REGULAR RECREATION COMMITTEE MEETING AGENDA

MINUTES: Jodi Halteman made a motion to approve the minutes of April 12, 2011. Sabrina Burke seconded the motion, all in favor. Sabrina Burke made a motion to approve the minutes of April 20, 2011. Jodi Halteman seconded the motion, all in favor.

OPEN TO THE PUBLIC:

No one was present at this time. The meeting was closed to the public.

CORRESPONDENCE RECEIVED/ SENT:

1. Mayor/TC/Clerk/Administrator Memo re Bill Clark filling open membership position – Alternate #3 (Mr. Clark will sign his oath)

2. Chelsea Grotyohann, Kristina Gerndt and Zachary Halteman Letters re attending 2011 contests

3. NJ Herald, Township Journal Notices for advertising annual contests

4. Township Merchants Letter sent to the following re contributions for Ms. Andover Twp. contestants: Andover Family Chiropractic Center; Newton Country Club; Morel Builders; Farmstead Golf & Country Club; Lakeland Bank; Perona Farms; Bella Italia; Ultima Hair; Sheridan's Lodge; Max's Station House; Casa Bellissima; Bagel Bistro; Dominoes; Country Car Wash; Lake Lenape Lodge; A&B Bagels; Café Castelli's; Pezzo's Pizza; Smokehouse Bar-B-Q; DollarSmart.

At this time we reviewed Correspondence. Bill Clark can be sworn in at the next meeting. At this time we have 2 applications for the Little Ms for the annual contest. Chair Burgio asked for an application for Ms. Andover Township for his daughter. We are hopeful that we will be receiving more applications for all 3 – Little Ms. And Mr. and Ms. Andover Township. The deadline to receive the applications is May 23rd. The contests take place on June 5th. The Director will make flyers and posters advertising the contests to be distributed at the 2 area Nursery Schools, Andover Pre-School and the Redeemer Nursery School. Also the posters will be dropped off at Newton HS, Pope John HS and Sussex VoTech. Letters were sent to area merchants to solicit gift certificates and money awards for the prize packages for the Ms. Andover Twp. Contest.

At this time, Mike morel made a motion to file all correspondence. Brian Robinson seconded the motion, all in favor.

OLD BUSINESS:

1. Review of plans for Summer Recreation Program: At this time the subcommittee working on the Summer Program reported to the members on their progress. Chair Jodi Halteman distributed a copy of a calendar listing the activities, both arts/crafts; fun/games and the entertainment planned for each day. Jodi had an idea that each day the children would participate in a flag salute at the barn before going to the area they are scheduled for first thing. We need to get a flag and the Director said she will look into that.

We discussed how we could cordon off the upper parking lot so that it would be a safer atmosphere for the kids, eliminating the parents from pulling up and dropping kids off and then backing up and pulling out all at the same time. We will ask the Road Department personnel to help with that. They can put up cones and we can then store them in the rear of the Hillside House after the program ends each day.

We reviewed the daily activities planned and we all agreed that the calendar for the program looks great and the subcommittee is still working on it to make sure it all works. They have to firm up a couple of vendors. The Director is working on finalizing the staff for the program. We have a good number of workers coming back full time and then a couple that can work only 1 week. We will have the new assistants-in-training train for a week and then step in when the full time assistants leave. It looks like we will have 6 full time in both Arts/Crafts and Fun/Games with additional 2 assistants-in-training for each program. Letters/contracts will be sent out to all the assistants to sign off on and then return to the office. We will need to have vouchers signed off and submitted to the Finance Office so that checks can be ready for distribution at the last day of the program. We have another meeting before the program is due to begin so we can fine tune it at that time.

NEW BUSINESS:

1. Discussion re finalizing plans for annual contests: We discussed our efforts to advertise the contests. Hopefully we will have contestants for both contests and if we do, we will need to be at the barn by 11:30 am to begin setting up for the Little Miss/Mr. Andover Township Contest that will take place at 1 pm and then the Ms. Andover Township Contest will follow at 2 pm. Members who are available can meet at the barn on June 5th at the appropriate time.
2. Any discussions brought before the committee by members: At this time a suggestion was made to have a meeting of the subcommittee working on the summer program with Janet Bardello, Arts/Crafts Director and Wendy Eehalt, Fun/Games Director at the Hillside House at 7 pm to go over the program.

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APPLICATIONS:

1. May 15th - Diklich – baby shower - fee - \$100.00 (employee - police officer)
2. June 25th - Pacich - Birthday Party - Fee - \$150.00 (Hillside House)
3. Oct. 21 & 22 - Sanders - Wedding - Fee -\$550.00

ADJOURNMENT:

At this time, there being no further business to discuss, Maechele Alborano made a motion to adjourn the meeting at 9:03 pm. It was seconded by Brian Robinson. All in favor.

Respectfully Submitted,

Ed Burgio, Chairperson

Jackie Huelbig, Secretary