

**CARBON COUNTY PARKS AND RECREATION COMMISSION  
MEETING OF NOVEMBER 08, 2019**

The November 08, 2019 meeting of the Carbon County Parks and Recreation Commission was held at the Mauch Chunk Lake Park Office beginning at 10:00 a.m.

**Board Members Present** – Thomas Wildoner, Chairman; Terry Warnagiris, Vice-Chairwoman; Darryl Brewster, Secretary; Earl Henninger, Member.

**Park Staff Present** – David Horvath, Park Director; Melissa Miller, Parks Aide.

**MEETING CALLED TO ORDER** – Mr. Wildoner called the meeting to order and led the group in pledging allegiance to the American flag.

**HEARING OF VISITORS** – There were no visitors for the November meeting.

**ELECTION OF OFFICERS** - Motion made by Mr. Brewster to retain all officers for 2020, seconded by Mrs. Warnagiris. All board members were in favor. Officers for 2020 are as follows; Thomas Wildoner, Chairman; Terry Warnagiris, Vice-Chairwoman; and Darryl Brewster, Secretary.

Mr. Horvath reported that Mr. Henninger has been re-appointed by the Carbon County Commissioners to an additional five-year term on the Parks & Recreation Commission.

**MEETING DATES** - The board set and approved the meeting dates for 2020 as follows: January 10<sup>th</sup>, February 14<sup>th</sup>, March 13<sup>th</sup>, April 09<sup>th</sup>, May 08<sup>th</sup>, June 12<sup>th</sup>, July 10<sup>th</sup>, August 14<sup>th</sup>, September 11<sup>th</sup>, October 09<sup>th</sup>, November 13<sup>th</sup>, and December 11<sup>th</sup>. All meetings will be held the second Friday of the month with the exception of the April meeting which will be held on a Thursday due to a conflict with the Good Friday holiday. All meeting times were set for 10:00 a.m. A motion made by Mr. Brewster to approve the meeting dates and times, seconded by Mr. Henninger. All board members were in favor.

**MINUTES** – Motion made by Mr. Brewster to approve the minutes of the October 11, 2019 meeting of the Carbon County Parks & Recreation Commission as written, seconded by Mrs. Warnagiris. All board members were in favor.

**VOUCHERS/PURCHASE REQUISITIONS** – Motion made by Mr. Henninger to recommend approval of vouchers and purchase requisitions submitted for the month of October totaling \$27,700.54, seconded by Mr. Brewster. All board members were in favor.

Mr. Wildoner asked Mr. Horvath if he had a breakdown of the revenue and expenses for the Heritage Festival. Mr. Horvath reported that the revenue totaled \$3,898.00 and the expenses totaled \$4,476.32. Mr. Horvath reported that the attendance was down significantly when compared with last year due to the weather.

## **PARK OPERATIONS –**

**Launch Permits** – Mr. Horvath reported that the PA Fish & Boat Commission has been notified that the County will be continuing with the new automated licensing service for issuing launch permits for non-powered watercraft. Mr. Horvath reported that the Parks Department is currently awaiting instructions and training from the PFBC. Mr. Horvath reported that Windows 8 operating system is required and Windows 10 is recommended for use of the new system. Mr. Horvath reported that the park computers are currently operating on Windows 7. Mr. Horvath reported that a new computer will be ordered for one of the work stations at the front counter for the beginning of the new year so that Melissa Miller and himself can become acquainted with the new system. Mr. Horvath reported that the other work stations will be upgraded at some point next year before the seasonal employees report back. Mr. Horvath reported that the Parks Department normally begins processing launch permits in March. Mr. Horvath reported that each employee having access to the system will have their own username and password.

**Fall Foliage Parking** – Mr. Horvath reported on the fall foliage parking and shuttle. Mr. Horvath reported that Saturday, October 19<sup>th</sup> was exceptionally busy. Mr. Horvath reported that the park reached maximum parking capacity on that particular day. Mr. Horvath reported that some delays were experienced with the shuttles returning to the park. Mr. Horvath reported that this was due to traffic congestion in downtown Jim Thorpe. Mr. Horvath reported that the weather conditions were ideal that day when compared with the other days and weekends for the festival. Mr. Horvath reported that the peak hours for parking were from 11:00 a.m. to 2:00 p.m. Mr. Horvath reported that the Switchback Scamper was held the following day on Sunday, October 20<sup>th</sup>. Mr. Horvath reported that the run began in Summit Hill at 2:00 p.m. Mr. Horvath reported that an earlier start time with the race could create a conflict between runners and traffic should weather conditions be favorable such as the day before.

**Park Maintenance** – Mr. Horvath reported that the park maintenance staff will remain assigned to the Parks Department over the winter months to work on the Shoreline Trail in addition to other requests for work to be completed during the off season. Mr. Horvath stated that the park maintenance staff will continue to report for snow and ice removal when needed by the County Maintenance Director. Mr. Horvath stated that he was informed that the County will revisit the matter at a later date.

Mr. Horvath reported that the restroom and shower buildings and main park area was winterized during the last week in October. Mr. Horvath reported that a new hibachi was also installed at the Ginder-Vermillion pavilion. Mr. Horvath reported that all of the picnic tables in the main Picnic Area have been power washed. Mr. Horvath reported that the remaining picnic tables in the Group Camping Area will be power washed when the water is turned on again in April.

Mr. Horvath reported that the boat docks were removed this week. Mr. Horvath reported that the Fishing Pier will be removed at a later date one day next week. Mr. Horvath reported that there are still a few boats to place into winter storage once the park office receives the payment and storage agreements from the boat owners.

Mr. Horvath stated that plastic decking will be used for the walkways and footbridges along the Shoreline Trail. Mr. Horvath reported that the materials were donated to the park. Mr. Horvath stated that 4' sections have been cut and drilled for the first stretch of walkway being repaired.

**Park Security** – Mr. Horvath reported that a Court Hearing is scheduled for Tuesday, December 03<sup>rd</sup> at 9:00 a.m. at the Carbon County Courthouse pertaining to an appeal of a fishing violation that occurred over the summer. Mr. Horvath reported that he and Bernard Ogozalek, Seasonal Park Ranger II, are scheduled to appear.

**SPECIAL ACTIVITY REQUESTS** – Special Activity Request submitted by Jean M. Susko, Principal, on behalf of Marian Catholic High School, for a polar plunge to be held at the beach area on Saturday, January 25, 2020. Mrs. Miller reported that PA Fish & Boat Commission approval has been obtained and the Certificate of Insurance requirements have been met. Motion made by Mrs. Warnagiris to approve the request, seconded by Mr. Brewster. All board members were in favor.

**CORRESPONDENCE** – Letter received from Kebra Faust, Early Head Start Coordinator for Pathstone Corporation in Lehighton, requesting a waiver of a pavilion rental fee for Friday, July 24, 2020. Motion made by Mr. Henninger to waive the pavilion rental fee, seconded by Mr. Brewster. All board members were in favor.

**ADJOURNMENT** – Motion made at 11:35 a.m. by Mr. Brewster to adjourn the meeting, seconded by Mr. Henninger. All board members were in favor.

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Darryl Brewster, Secretary