

**Hamiltonban Township Recreation & Parks Commission**  
23 Carrolls Tract Road, Fairfield, PA 17320  
Regular Meeting Minutes  
April 11, 2012

**Members Present:** David Jones, Chairman; Kris Feldmeyer, Vice Chairman; Doreen Premo, Secretary; Juanita Larmer, Treasurer; Alan Patterson; and Mary Sanders. Cathy Jo Lehmer and Alex Kessel, Fairfield Borough Recreation Liaison were absent. There was a quorum.

**Others Present:** Coleen Reamer, Supervisor; Sarah Weigle and Rob Thaeler, ACOPD.

David Jones called the Regular Meeting to order at 7:02 pm. Chairman David Jones called for approval of the Agenda. There were no changes.

Chairman Jones then called for approval of the March 14, 2012. Mary Sanders so motioned, and Alan Patterson seconded. The motion carried unanimously. The approved minutes will be sent to the webmaster for posting on the Township webpage.

Chairman Jones asked if there was any Public Comment. Juanita Larmer announced that she would be resigning from the Recreation and Parks Commission effective at the end of this meeting. Her resignation letter was read to the members and it will be on file in the RPC Records Notebook. Alan motioned to accept her resignation and Kris seconded. The motion carried unanimously. Secretary Premo notified the Commission that Cathy Jo Lehmer would be resigning also, but that her letter had not yet been received. The Commission will consider her resignation when received.

A brief evaluation of the Easter Egg Hunt held on March 31 was conducted. Approximately 60 children attended the Hunt, an increase from the first year when 28 children took part in the festivities. Several parents expressed satisfaction with the event, and Juanita Larmer received a complimentary e-mail from one of the grandparents in attendance. In the future, we could use a few more volunteers to help with the activities, and assign jobs prior to the hunt.

Discussion was held on the proposed PRPS RecTap Grant application. This would help secure the services of a landscape designer to develop a site plan for the proposed township park. (It has been suggested that a design plan would help with acquiring funds from the larger DCNR Keystone grant program.) We had discussed using the RFP process to find and interview possible area landscapers, however, PRPS would provide a professional landscape designer, not money to hire one. Discussion was held on various methods of obtaining grants other than the PRPS, some that include feasibility studies that the township cannot afford. The best path for the township is through PRPS. Supervisor Reamer said the problem with the last application was that the partners were not lined up. Secretary Premo mentioned that she had been told a major factor in not receiving the grant was the lack of a site plan. Rob Thaeler mentioned that he had sat on the selection committee (for this grant), and that was the content of the conversation. The site plan will be sent to the Planning Commission for review. Secretary Premo will send the rough draft of the application to members of the Commission for review. Coleen will send us a write-up of an application for consideration. There is no deadline on submitting this application.

Since Mr. Rick Hise, County Mapping Office, declined attending the April meeting, ACOPD has arranged that Rob Thaeler and Sarah Weigle will be working with the RPC to finalize the Official Map. At this meeting, Rob Thaeler discussed the Official Map, and Sarah Weigle displayed a new version of the proposed map, incorporating many of the comments by the Planning and Zoning Commission from that March meeting. The historic layer of the maps as prepared for the RPC by the Shippensburg University interns may better be developed by the Planning Commission as a separate map from the Official Map. Knowledge of where an historic feature is located might be used in planning trail connections, but that feature should not be the main reason for locating a trail in a specific area. There should be an overlap of features to protect such as ridge tops, wetlands, wooded areas, rock outcroppings, streams with riparian buffers as well as the historical features, farmland, and open space areas that are desirable to be conserved. The Tapeworm RR should be added as a feature to protect for future use. Rob explained that an Official Map includes features or areas to the map indicating what the township is interested in saving for some public use. This map in place allows the township up to a year to secure that piece of property for some public use, such as a trail, if a developer wants to subdivide and build homes. If the feature is on private properties, then the township can delay action on that plan for up to a year to negotiate with the property owner to secure the property or to require the developer design the subdivision to include a recreational easement. The power of the map comes from the MPC. Layers or overlays can be added at a later time for other Township needs. For now the Township just wants the Greenways map layer. The PC feels that the map designed by the Shippensburg students is mainly an inventory map. Sarah Weigle's map was originally prepared for Strawberry Hill, so she added in all the areas and connections we have been discussing. There will be an Ordinance document that accompanies the Map. Rob and Sarah will incorporate the features on the OM that the Township considers important. Supervisor Reamer expressed interest in preserving the Carrolls Tract Road corridor as it was the scene of the (Civil War) Fairfield Battlefield. Also, the CSX RR line should be added in case this ever becomes inactive and the property reverts to the original landowners. This could become a Rails to Trails project such as exists in York, PA. The Pennsylvania Bureau of Forestry also would like to develop the Michaux Forest area with connecting trails to any we develop. The next step is to determine all the features we want included on the map, and then they will be added by ACOPD staff and brought to the next RPC meeting. Once the Official Map has been adopted, it may be amended by Resolution if changes are necessary or desirable.

Sarah Weigle will e-mail the Commission an electronic copy of the new map.

There was no Public Comment at this time.

Juanita Larmer stated that a new treasurer will need to be elected at the next meeting. She will turn over all records to the Secretary. Treasurer Larmer stated that the candy receipts have been just provided to the Township Secretary, and the records will reflect the new balance. Doreen Premo motioned to approve the Treasurer's Report, and Mary Sanders seconded. The motion carried unanimously. A written copy of the Treasurer's Report will be filed in the official RPC records book.

**Township Meetings:** The following upcoming meetings will be held at the Township Office at 23 Carrolls Tract Rd. at the local prevailing time of 7 PM unless otherwise noted.

- A. Planning Commission – April 17, 2012.\*
- B. BOS Workshop – April 26, 2012.
- C. BOS Regular – May 1, 2012.
- D. Recreation and Parks Regular – May 9, 2012.

\* This has been rescheduled from April 24 due to Primary Voting at the Office all day.



There are no other meetings scheduled.

Juanita Larmer motioned to adjourn the meeting, and Mary Sanders seconded. The motion carried unanimously. Meeting adjourned at 8:36 pm.

Respectfully submitted,

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Doreen C. Premo, Commissioner/Secretary  
Hamiltonban Township Recreation and Parks Commission