



**January 25, 2018**

A meeting of the Pocono Area Recreation Commission was held at 6:00 PM on January 25, 2018 at the Paradise Township Municipal Building, 5912 Paradise Valley Road, Cresco, PA. Barry called the meeting to order at 6:05 p.m.

Call to Order – Roll Call

Charlene Barry – Barrett Township  
Grant Hilfiger – Barrett Township  
Member-at-Large – Vacant

Jennifer Beers – Paradise Township  
Reda Briglia – Paradise Township

**Reorganization**

*Officers*

**Motion:** Briglia moved and seconded by Beers to appoint Barry Chair.

**Motion carried 4-0.**

**Motion:** Briglia moved and seconded by Barry to appoint Beers Vice Chair.

**Motion carried 4-0.**

**Motion:** Barry moved and seconded by Beers to appoint Briglia Secretary.

**Motion carried 4-0.**

**Motion:** Briglia moved and seconded by Hilfiger to appoint Barry Treasurer.

**Motion carried 4-0.**

Briglia stated that Kelly DiPaolo has resigned and that the Paradise Township Board of Supervisors have appointed Jennifer Beers as the Paradise Township representative. Briglia stated that the Member-at-Large seat is vacant.

*Meeting Schedule*

The Commission reviewed the dates for the 2018 PARC meetings. The Commission agreed to cancel the November and December meetings and if meetings were needed a date would be chosen and advertised at that time.

**Motion:** Barry moved and seconded by Briglia to advertise the 2018 PARC meetings as presented.

**Motion carried 4-0.**

*Member Contact Information*

Briglia submitted the current members contact information that included the members name, email, and cell phone numbers. The members confirmed that their contact information was correct.

**Minutes**

**Motion:** Beers moved and seconded by Hilfiger to approve the October 26, 2017 meeting minutes as presented. (There was no meeting in November or December)

**Motion carried 4-0.**

**New Business**

*Accounts Payable*



The Commission discussed that bills need to be paid when due and not wait for a meeting to pay certain bills.

**Motion:** Briglia moved and seconded by Hilfiger to approve paying bills received for utilities (including Gotta-Go-Potties), contracts, and insurance bills as they become due and to be ratified at the Commission's following meeting.

**Motion carried 4-0.**

Barry reviewed the outstanding accounts payable including Gotta-Go-Potties, Destination Landscaping, and PPL.

**Motion:** Briglia moved and seconded by Hilfiger for Barry to contact Gotta-Go-Potties to confirm the amount due and pay the outstanding invoices.

**Motion carried 4-0.**

**Motion:** Briglia moved and seconded by Hilfiger to pay the PPL bill of \$89.72.

**Motion carried 4-0.**

**Motion:** Briglia moved and seconded by Beers to pay the Destination Landscaping bill of \$979.20.

**Motion carried 4-0.**

### **Old Business**

#### *Seven Pines*

##### *Monroe County Conservation District Meeting and Grant Update*

Briglia had updated the Commission earlier on the Seven Pines Park Grant. Briglia had told the Commission that Brick Linder and she had met with the Monroe County Conservation District on November 5, 2017. Briglia stated that Brick Linder would be submitting the NPDES permit to the Monroe County Conservation District shortly.

#### *Kiosk*

Briglia stated that Monroe County Planning Commission has provided kiosks for Seven Pines Park and Ice Lake. Briglia stated that the Seven Pines Park kiosk was delivered to Paradise Township and the Ice Lake kiosk to Barrett Township.

#### *Ice Lake*

Hilfiger stated that he would follow-up with Barrett Township regarding installation of the kiosk at Ice Lake.

#### *Skywood Park*

Briglia stated that Skywood Park has been busy with sled riders, weather permitting. Briglia also stated that she had had four phone calls asking about the ice rink. The Commission will discuss if they want to replace the ice rink later this fall.

### **General**

#### *Barrett Park Ordinance*

Hilfiger will follow-up on the Barrett Park Ordinance. Briglia will send a copy of the Paradise Township Park ordinance to Hilfiger.

### **Other Business/Public Comment**



#### *Bank Signatures*

Barry stated that the bank signatures would need to be changed at First Keystone and Citizens. Briglia stated she would contact the banks to inquire what they require to update the signature cards.

**Motion:** Barry moved and seconded by Briglia to remove Kelly DiPaolo and add Grant Hilfiger to the First Keystone and Citizens Bank accounts.

**Motion carried 4-0.**

#### *PARC Files*

Briglia stated that there are several boxes of PARC records that have been delivered to Paradise Township from Mt. Pocono Borough. Briglia stated that the Pa. Historical and Museum Commission disposition of records should be followed for the PARC records. Briglia will dispose of any records that are not listed in the disposition of records and submit a list to the Commission for anything that is listed that can be destroyed for approval.

#### **Next Meeting**

The next meeting will be held on February 22 at 6:00 p.m. Briglia stated that she would send out the tentative agendas Monday prior to the meeting and asked the members to respond if they would or would not be able to attend. Briglia also stated that the members should contact her if they had anything to add to the agenda.

#### **Adjournment**

**Motion:** Beers moved and seconded by Briglia to adjourn the meeting at 7:14 p.m.

**Motion carried 4-0.**

Respectfully submitted,

Reda Briglia, PARC Secretary