



WILLISTOWN TOWNSHIP PARKS AND RECREATION

MINUTES 8-16-2022 7 PM

MEETING LOCATION: COXE MEMORIAL CAMPUS, 688 SUGARTOWN ROAD, MALVERN, PA 19355

Members: Brad DeHart, Bernadette Downey, Bob Kacergis, Denise VanValkenburgh, Bill Unrath, Ken Lehr

Staff Liaison: Mary Hundt, Parks & Recreation Director

Administration

Approval of Minutes: Tabled

Vacancy Candidate Discussion: The Board briefly discussed the three candidates scheduled for interviews tonight. All Board members were provided Letters of Interest and resumes from each candidate. Mary recommended that they wrap up the interviews with an invitation to attend and help the team at the Willistown Country Fair, and the Board agreed.

The Board conducted the interviews.

The Board had a brief summary discussion.

Planning

Old Business

Comp Plan Update

Chapter 4 Recommendation Discussion: Parks & Recreation Board Plan Review Protocol: There was a discussion about the Board being a part of the Plan Review Process for Subdivision and Land Development so that it could review plans with parks and recreation interests in mind. After some deliberation, Brad motioned that Mary present this concept to the Township Planner and in the Comp Plan, Bob seconded. Ken dissented. All others were in favor.

Mary stated that the next Chapter For Review is: Chapter 6

OSRB Representative Update: None

Program Management

Old Business

Events

Willistown Country Fair Volunteer Schedule Discussion Summer Camp Wrap Up and 2023: Mary reported that the Willistown Summer Fun Camp management team from Jump Start Sports was no longer working for the company. She discussed the possibility of hiring a Summer Camp Director, for the summer only, as historically was the case and stated that, from what she had learned, the income from the camp of \$9,500 +/- could cover that cost and the cost of staffing. She will look into it more and report back.

Park Management

Old Business

Okehocking Wall Rebuild: Ongoing

Easement 40 Lloyd: Draft Update: Ongoing

New Business

Public Works Director Facilities Review and Punch List Report Update: Mary reported

that the site visits were conducted and the punch list reviewed with George Martynick, the new Director of Public Works. They will continue collaborating and sorting out the transition of facilities and grounds responsibilities from the Parks and Recreation Department to Public Works.

Old Business: None

New Business: None

Public Comment: None

Adjournment: Denise motioned; Ken seconded; all were in favor.

Next Meeting: The third Tuesday of the month at 7PM at the Coxe Memorial Campus, 688 Sugartown Road, Malvern. Please enter through the back door. All meetings are open to the public.