



WILLISTOWN TOWNSHIP PARKS AND RECREATION

MINUTES 5-16-2023 8:15 PM

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

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

Staff Liaison: Mary Hundt, Parks & Recreation Director

Administration

New Business

- Announcement: Brad announced it was Mary Hundt's last meeting as Willistown Park and Rec Director.
- April 18, 2023 Minutes for Approval: Bernadette motioned to approve as submitted; Bob seconded. All in favor.
- Director's Resignation: Mary is leaving for a new position with the DCNR. Her last day with Willistown Township is May 17, 2023. The Parks and Rec Board would like to support the Township in finding her replacement. The Board shared what they believe are important attributes of the next Park and Rec Director which include collaboration skills to continue working with local organizations and area nonprofits; continuing to shape the unique culture of open space and parks & recreation in Willistown; the ability to create community engagement and host well-attended events; and continuing engagement with the different groups in Willistown: the equestrian community, casual and avid park users, dog lovers, area sports leagues, and parents who rely on summer camp and the kids programming.

Old Business: None

Program Management

New Business: None

Old Business

2023 Event Calendar & Programming Update

- Mary commented all the vendors for the 2023 Park Parties have been booked. She hasn't heard from two vendors, but Jennifer Jacobs will be following up. The first event is in 6 weeks. The Board also discussed who is also available to volunteer at the events.
- Jennifer and Shanna have contacted GO Wilma! station hosts and the program will kick off it's 11th year in mid-June.
- Hike Willistown - Mary suggested WCT lead a conservation hike at Okehocking and Natural Lands lead a hike at Serpentine Preserve.
- Paoli Library story time with Ms. Sarah of Paoli Library will continue every Thursday this summer.
- Art Lit Walk at Greentree Park- the installation will be updated in June.
- Community Garden – Jennifer is the contact for the Community Garden and the garden manager, Karl, knows to contact Public Works with any requests or issues.

Land & Park Management Update

- Chester County Beekeepers, CRC, and Willistown Parks Okehocking Bee Program grant was withdrawn due to a lack of volunteers. Mary has kept the application and files and the project can be revisited in the future.
- The bog bridges have been set up with WCT at Okehocking Preserve. The plan is to do bog bridges and a bench deck by the stream by the white barn. The Boy Scout doing the Eagle project will be in contact with Bill Hagan for final approval.
- Equestrian Crossing is up in the air. Natural Lands revoked the approval. The Township submitted a change order to National Fish and Wildlife. Once the Township receives the approval, Shanna will submit the packet.
- Preserve issues - The township is taking care of the easement violations and Willistown will be clearing trails as needed. Bob Smiley, Zoning Officer, has the easement paperwork to review.
- UTV vehicle purchase for Okehocking – Bill Hagan will be choosing the vehicle.
- Water quality testing and woodland management are organized and will continue.
- Land Management contacts and project review (meadow management) have been given to Bill Hagan.
- Signage – nothing needs replacement. Bob said he has received compliments on how nice the Parks and Recreation signage looks.
- Memo Boards – Mary said most key copies are in the desk drawer at Okehocking. Bernadette will work on a park steward spreadsheet.
- Sports leagues – a few leagues use Rita Reves and Mill Park for practice. Jennifer is familiar with the Team Up calendar and how to use it. Grounds and facility maintenance will be Bill Hagan in Public Works.
- Hike Willistown with Historic Sugartown Recap. Bob and Bernadette filled in for Mary for the event. Bernadette reported the event was well received and 10 people attended. Bob said the group was engaged and asked a lot of great questions. Zach from Historic Sugartown did a nice talk on the history of the Willistown families, Native Americans, and the land. Bernadette suggested the Township give a recommendation on attire for these moderate to challenging hikes. Bernadette would like to continue offering these hikes at other preserves especially since it's popular with adults.
- Kirkwood Preserve pedestrian crossing – Mary said WCT is still waiting for DEP approval. WCT would like to do a fall event for the grand opening and include Township residents since the Township is funding it. The biggest challenge will be parking for the event. There are only 10 parking spots. Mary suggested renting a 35-person passenger van and having attendees park at the Township building. Brad suggested parking where WCT holds its Run-A-Muck event. Ken suggested timed tours to stagger parking use.
- Mary will mark out where overflow parking is now closed at Okehocking. She also shared new dogs must be leashed signage mock-ups. She will try to order them before she leaves.

Planning

Old Business

- Mary provided an update on the public Comp Plan Meeting and stated the absolute final comments from the public are due May 19. The Comp Plan will be up for adoption at the June 19, 2023, Board of Supervisor meeting.
- Open Space Review Board – Bob commented the OSRB has asked for an appraisal on a 20-something acre parcel in the north of the Township. There is also a potential 90-acre project in the southern part of the Township that WCT is the lead on.
- Parks Code Chapter 96 Update: Mary will memo Shanna tomorrow regarding the changes and they will then be passed on to the Township Solicitor for review. Ken moved to recommend the changes to Chapter 96 of the Township Code to the BOS. Denise seconded. All in favor.

Nike Site

- No update. Mary suggested Brad reach out to Shanna for the next steps. Brad & Bob have the contact information for the Army Corp of Engineer staff member.

Public Comment: None

Adjournment: Bob motioned; Bernadette seconded; all in favor.

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