

**WARREN COUNTY
BOARD OF RECREATION COMMISSIONERS**

500 Mt. Pisgah Avenue, PO Box 179
Oxford, NJ 07863

**February 13, 2018
MINUTES**

CALL TO ORDER: Michael Helbing opened the meeting at 5:11 p.m., read the Open Public Meeting Notice, and led the Pledge of Allegiance.

ROLL CALL

Members Present: John Halmi, David Detrick, Raymond Tobaygo, Charles Fineran, Matthew Davis, Michael Helbing

Members Absent: William Hann

Guests: Elizabeth Roy

Staff: Corey Tierney, Christina Roberts

MINUTES: The January 9, 2018 minutes were reviewed. Mr. Fineran motioned, seconded by Mr. Tobaygo to approve the minutes, as presented with Mr. Davis abstaining. Motion carried.

REPORT OF COMMITTEES

Morris Canal Committee

- Bus tour is May 12th
- 100-Year commemorative event for Jim Lee, Sr. July 15th at Plane 9. A tent has been rented and the Canal Committee would like to get a plaque done. Details are still being determined.
- October Bus Tour - Looking into doing a walking/bus tour through the Lopatcong Valley area of the canal.
- Plane 9 - Hopefully safety issues and first phase of work will be done prior to the July 15th event. Ms. Roy is working with engineering firm/project managers to obtain constructing drawings for wing walls and grading. A contractor consultant for electrical will ensure everything will work with the damp environment of the turbine chamber. First project authorization to SHPO will be for lighting, wiring, timber work, and the arm replacement on the turbine. If approval comes back in time, Ms. Roy will also include mortar work.
- Bilby Road Bridge - Engineering firm doing soil borings.
- Waterloo Village doing night hikes on the canal. Mayor of Phillipsburg is interested in doing something similar.

Trails

- Warren Highlands Trail Meeting - January 19th at Pequest Fish Hatchery with key stakeholders.
- Marble Hill - Mr. Helbing and John Kosar cut a footpath through to Belvidere Road. Sign is ready to be installed.
- Harkers Hollow/Warren Highlands Trail - Mr. Helbing met with new owner, Steve Taggart from Harkers Hollow. They will help delineate a new path for the trail. Trail can be reestablished up to Fox Farm Road. Once trail is almost complete, can probably get permission for the trail to go through Merrill Creek.
- Washington to Oxford - Scouting between Washington and Oxford. Property corners need to be determined on Brass Castle. James Watling, the intern from RVC is interested in helping scout trails.

PUBLIC AWARENESS

- ParkFest and the new Bread Lock Park trail opening on 6/9/18.
- 2018 annual calendar/list of events will be updated and distributed with the monthly agendas.

OLD BUSINESS

Maintenance - Mr. Tierney asked the Board to think about what maintenance projects they want to prioritize on the Canal Greenway, Warren Highlands Trail, White Lake, etc. Once a detailed list is developed, it can be shared with the Parks Foundation and volunteers.

Student Conservation Association (SCA) Intern - Mr. Tierney inquired whether the Board is interested in having an SCA intern to assist with maintenance and provide extra coverage at the museums, as needed. They can be hired for seasonal or year-round work and could potentially stay at the Stine House. It was suggested that a job description, guidelines, a set list of responsibilities, and who the intern would report to be determined prior to hiring the intern so we aren't struggling to figure out the details as we go. Mr. Helbing suggested the intern be hired under NJ Youth Corps since they will likely have to work with them. The intention of hiring an intern is not to duplicate what the Youth Corps is doing, but to either take on new work or take over some of the existing work so the Youth Corps can take on new projects. The initial training will take a decent amount of time and should have more consistent supervision than a volunteer could provide. Mr. Tierney will speak with Mr. Muckle again and more specific details will be determined in the meantime. Mr. Fineran motioned, seconded by Mr. Tobaygo to support the hiring of an SCA intern and for Mr. Tierney to continue discussions. Motion carried.

Mount Rascal - Mr. Tierney inquired if stairs are feasible or a switchback instead on the steep slope. Mr. Detrick will look at the slope to determine which option would be best.

Trail Grants - Mr. Helbing said that this year's state trail grants will be awarded to bigger projects that have longer trails reaching more municipalities. Mr. Tierney will check requirements and see if guidelines have been released since they have likely changed.

EXECUTIVE SESSION

Mr. Davis motioned, seconded by Mr. Halmi to enter Executive Session at 6:12 pm to discuss contractual matters. Motion carried.

Mr. Davis motioned, seconded by Mr. Tobaygo to exit Executive Session at 6:32 pm. Motion carried.

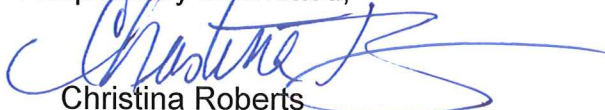
ACQUISITIONS

- Stull & Noel - Sent to Green Acres for CMV.
- Benbrook - Ready to close; just waiting on a date from landowner.
- Albulescu - Agreement sent to landowner. Mr. Tierney will follow-up on status.
- Ferrara - Haven't heard back from Title Company yet; will follow-up.

NEXT MEETING - The next meeting is scheduled for March 13, 2018.

ADJOURNMENT - There being no further business, Mr. Fineran motioned, seconded by Mr. Davis to adjourn the meeting at 6:44 p.m. Motion carried.

Respectfully Submitted,


Christina Roberts
Administrative Clerk