

**WARREN COUNTY
BOARD OF RECREATION COMMISSIONERS**

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

**March 21, 2017
MINUTES**

CALL TO ORDER: Mr. Helbing opened the meeting at 5:05 p.m., read the Open Public Meeting Notice, and led the Pledge of Allegiance.

ROLL CALL

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

Guests: Sarah Shoemaker

Staff: Corey Tierney, Christina Roberts

MINUTES: The February 14, 2017 were reviewed. Mr. Fineran motioned, seconded by Mr. Hann to approve the minutes, as presented. Motion carried.

REPORT OF COMMITTEES

Morris Canal Committee

- Finishing up the QR Code project at Plane 9. There will be 6 locations at Plane 10 with QR Codes.
- May 6th is the first canal bus tour this year.
- Dog Waste Stations - Mr. Detrick suggested trying two to start and see how they go, particularly one at Strykers Road. The main concern is getting someone to consistently empty and maintain them.
- Meeting will be held at 10 am at Plane 9 on March 28th to discuss proceeding with the next steps with both Plane 9 and 10 in the Master Plan.
- Mr. Hann inquired about updates to the 25-Year Plan as goals are accomplished. Mr. Tierney will speak with Dave Dech from Planning Dept. to see if they have plans for a revision report.

NEW BUSINESS

Health Department 30-Minute Walks -

- Sarah Shoemaker from the Health Department attended the meeting to discuss ways to improve the signage for the 30-minute walks, as she would like to expand the initiative to other county parks.
- Mr. Helbing said that the current paths end without any directions to turn around or where to go next. He also noted that there should be something in the brochure with the official name of the existing trail that the 30-minute walks run concurrently with, as to not cause confusion. Trail signs should not be hammered all the way into the trees; there should be at least one inch of free space to allow for growth of the tree. Brochures with detailed information should also be stocked regularly at trail heads.
- Ms. Shoemaker said that she can order signs for the beginning and end (or turnaround location) on the paths that will be slightly smaller than the ones used to mark the path. She also said that signs for the walking paths can be made to match the trail blaze colors to help avoid confusion, especially when there are various trails with different colored blazes at a location. She is interested in using Marble Hill as the next park to plan a 30-minute walk at. Mr. Helbing suggested a potential route that would connect with the new high school that may work, but he will have to

help her plan the route and make sure it fits the criteria. Mr. Tierney will try to schedule a meeting with the superintendent of Phillipsburg High School to discuss the potential trail connection.

- Ms. Shoemaker said that she is open to putting these 30-minute walks anywhere in the county that would be appropriate. Oxford Mountain may be another option in 2018. She noted that there have been requests for one behind the administration building, as well.

MCCTFC BORC Representative Appointment - Charlie Fineran expressed interest in being reappointed to the Municipal and Charitable Conservancy Trust Fund Committee as the Board of Recreation Commissioners representative. Mr. Tobaygo motioned, seconded by Mr. Halmi to reappoint Mr. Fineran to the MCCTFC. Motion carried with Mr. Fineran abstaining.

ADMINISTRATOR'S REPORT

Acquisition Updates:

- Logothetis - Mr. Tierney spoke with Mr. Logothetis again; he may only be interested in selling the two properties together. One has a section of the canal and the other contains a farm field, which could be resold or leased out for farming.
- Pool - Mr. Tierney was finally able to speak to a realtor and sent out a contract for the full asking price for review.
- Hills of Independence - Closing should take place in the next week or two.
- Benbrook - The contract was sent out Mr. Benbrook today for review. The Nature Conservancy will also be contributing funds towards the acquisition.
- Cornell Kenyon - Recently closed; will add approximately 35 acres to White Lake NRA.
- Albulesco - RFP for appraisals are going out soon. An offer can be made once appraisals and CMV are received.
- Ferrara - Mr. Tierney will try to contact Norfolk Southern Railroad again to inquire about trail access under the train bridge.

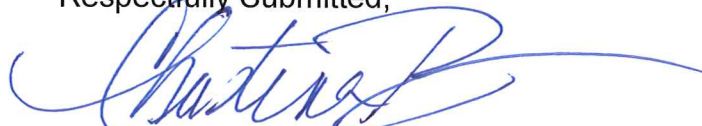
Maintenance:

- Mr. Tierney inquired about excess runoff and trail washout at Marble Hill. Mr. Helbing and Mr. Davis concurred that it hasn't been a problem since the new high school was built.
- Bread Lock Park Barn rehabilitation is underway with weekly progress update meetings.
- Morris Canal Greenway Trail project should begin next month and take approximately 12 weeks to be completed. A change order will need to be done to the contract to include grading, topsoil, grass seed, and fertilizer but it should not exceed the 25% threshold for change orders. This site will also have to be added to the Youth Corps mowing schedule.
- Memorial Benches - The Parks Foundation is interested in selling memorial benches as a fundraising effort. The BORC will need to identify where benches are desirable/permissible, develop a contract, and set parameters for the benches. Mr. Tierney will check with other counties on their policies to ensure uniformity.

NEXT MEETING - The next meeting will be held on April 11, 2017.

ADJOURNMENT - There being no further business, Mr. Fineran motioned, seconded by Mr. Davis to adjourn the meeting at 6:28 p.m. Motion carried.

Respectfully Submitted,



Christina Roberts
Administrative Clerk