

**WARREN COUNTY
BOARD OF RECREATION COMMISSIONERS**

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

**June 11, 2019
MINUTES**

CALL TO ORDER: Michael Helbing opened the meeting at 5:06 p.m., read the Open Public Meeting Notice, and led the Pledge of Allegiance.

ROLL CALL

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

Staff: Corey Tierney, Christina Roberts, Gina Rosseland

Guests: Carla Lee Lewis, Mackenzie Patti

MINUTES: The May 14, 2019 minutes were reviewed. Mr. Detrick motioned, seconded by Mr. Halmi to approve the minutes, as presented. Motion carried.

Girl Scout Project - Mackenzie Patti attended the meeting to seek the Board's support regarding her gold award project with Girl Scout Troop 9356. She would like it to include a history aspect and it needs to have an at least 15-year shelf life. Mr. Fineran motioned, seconded by Mr. Tobaygo for the Board to provide general support of the project, but requested her to return with a project proposal for review and approval if it is on county property. Motion carried.

Northern Metalmark Butterfly Habitat Restoration at White Lake - RVC submitted a request for support for the habitat restoration of the Northern Metalmark Butterfly. Carla Lee Lewis, Stewardship Coordinator from RVC, attended the meeting to answer any questions about the project. She explained that this project is a one-time request and once completed, maintenance would fall under the standard maintenance agreement with RVC for White Lake. Invasives have already been treated and the next step will be fall seeding. White Lake is home to one of only three remaining habitats in New Jersey for this critically endangered species. They are confident that planting this additional food source will help stabilize and increase the remaining population. The total cost is \$5,800 and RVC has received a \$1,900 Conserve Wildlife grant. Mr. Detrick motioned, seconded by Mr. Fineran to approve \$2,000 in support of the project, but suggested Ms. Lewis continue pursuing additional grant funds from other sources. Motion carried.

REPORT OF COMMITTEES

Morris Canal Committee

- Story Walk - The trail had the grand opening at ParkFest; the author attended the event, as well. Mr. Detrick purchased and will be installing bird spikes on the StoryWalk pedestals to prevent birds from landing on them and leaving droppings. Brochures will be sent to the Division of Aging & Disability Services, as well as the three county libraries.
- Inclined Plane Animated Film - The animation was finalized and presented at ParkFest. The film will help increase the educational experience of the tour. The film may be made available for the public to download and view.
- Port Colden - A second Saturday work day will be scheduled to continue work at the site.
- Inclined Plane Model - Mr. Detrick is working with an engineer who is interested in rebuilding a working model of the inclined plane.

- OK4WD - Mr. Oostdyk and some of his employees have been maintaining the trail from Bread Lock to the railroad tracks.
- TAP Grant - Grant will be used to hire an engineer to redesign and regrade the section of trail off Richline Road that has trenches from drainage/washout issues.
- NJ TPA Grant - Mr. Tierney and Ms. Roy have an upcoming meeting with the DOL/TPA.
- Bilby Road Bridge - Mr. Dech is trying to locate a firm that can access the area and is able drill into the towpath to install the feet for the bridge.
- Museum of Industrial History - Mr. Helbing will be bringing a group from the Museum of Industrial History in Bethlehem, PA to tour Inclined Plane 9 and Bread Lock Park on June 30th.
- Pump House - Ken Miller submitted a grandiose proposal for the restoration of the 4-story steam engine, "Big Alice". Mr. Tierney and Ms. Rosseland are reviewing the proposal; a copy will be provided at the next meeting.

Trails

- Geiger Tract - Trail should be marked with posts better. Mr. Detrick said he would provide posts if Mr. Helbing lets him know how many are needed. Mr. Hann will be receiving a wheeled string trimmer through the Parks Foundation for the Marble Hill area, which can be borrowed by volunteers to maintain trails in that region.

NEW BUSINESS

Maintenance

Oxford Mountain - Department of Labor (DOL), Division of Mine Safety inspected and approved the fence that was repaired around the Staley mine shaft at Oxford Mountain.

White Lake/Custom Docks - An estimate was shared for the extension of the dock or installation of a second dock. The Board discussed both options and wants to wait and see how things go over the summer; subject can be revisited if there is enough of a demand for more dock space. A second dock was included in the DEP permit, which expires after three years.

Port Warren/Plane 9

- Arbor Vitae/Privacy Buffer - Several arbor vitae that were installed as a privacy buffer are dying, but are still under warranty. An estimate was provided to add eight more trees, staggered with existing trees to the line to increase its density, along with estimates to include weed guard and mulch or crushed river stone. After a thorough discussion, the Board decided to go ahead with replacement of the four dying trees and leave the line of trees where they are.
- Tree Removal - Several larger, dying trees that are at risk of falling within the Port Warren/Plane 9 conservation easement area are scheduled to be removed by Tree King.
- Rental Agreement - The Board discussed maintenance and caretaker responsibilities at the site and determined that the rental agreement should be revisited so expectations can be clarified for all parties. Mr. Tierney, Mr. Detrick, and Mr. Helbing will look into this more and report back to the Board.

Administrator's Report

Shippen Manor

- Assistant Administrator of Cultural & Heritage Affairs - Mr. Tierney introduced Gina Rosseland. Ms. Rosseland is currently working out of Shippen Manor, but will be assisting with the other county museums, as well.
- Mr. Tierney and Ms. Rosseland met with the architect to discuss repairs/improvements. Accessibility options are also being looked into.

- Ms. Rosseland has been in contact with several local schools that are interested in incorporating Shippen Manor into their STEM, Arts, or history curriculum. Several Boy Scout groups are interested in building the raised bed gardens for the kitchen garden. She is also working with a local gardener to determine what to keep and what to get rid of in the existing gardens.

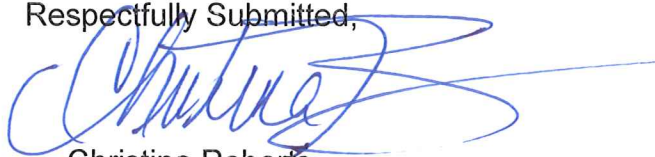
Upcoming Events

Shippen Manor - Ms. Rosseland is working on developing an annual schedule of events at Shippen Manor, as there was no written record of previous events. Revolutionary War Day had 70 visitors. There will be kitchen reenactors two dates this year, a Civil War day, there will be an American Revolutionary War surgical/medical tent, 18th Century carpenter, 18th Century toys & games, and she is looking into including the Victorian Era, as well.

NEXT MEETING - The next meeting is scheduled for July 9, 2019.

ADJOURNMENT - There being no further business, Mr. Hann motioned, seconded by Mr. Halmi to adjourn the meeting at 7:34 p.m. Motion carried.

Respectfully Submitted,



Christina Roberts
Administrative Clerk