

STILLWATER TOWNSHIP  
RECREATION COMMISSION  
December 3, 2012

A regular meeting of the Stillwater Township Recreation Commission (RC) was held at 7:30 pm at the Stillwater Municipal Building, Stillwater New Jersey. The meeting was called to order by Chairperson, Tina Sugar with the statement read that this meeting is in compliance with the Open Public Meeting Statement. The flag was saluted and roll call was taken.

**MEMBERS PRESENT:** Mrs. Sugar, Mrs. Fritsch, Mr. Nothstine, , Mr. DeLade, Mrs. Marchese and Ms. Gullette. Mr. Fisher, Liasion Committeeman.

**MEMBERS ABSENT** none.

**MINUTES:** A **motion** to approve the August 6, 2012 minutes was made by **Mrs. Fritsch. Mr. Nothstine seconded.**

**Roll Call Vote:** Mrs. Sugar, Mrs. Fritsch, Mr. Nothstine, Ms. Gullette. Mr. DeLade and Ms. Marchese who were not in attendance were to abstain.

A **motion** to approve the August 30, 2012 minutes was made by **Mrs. Fritsch. Mrs. Sugar seconded.**

**Roll Call Vote:** Mrs. Fritsch, Mr. Nothstine, Mr. DeLade, Mrs. Marchese. Mrs. Sugar and Ms. Gullette who were not in attendance were to abstain.

A **motion** to approve the October 1, 2012 minutes was made by **Mrs. Fritsch. Ms. Gullette seconded.**

**Roll Call Vote:** Mrs. Fritsch, Mr. Nothstine, and Ms. Gullette the only 3 in attendance of said meeting all approved. Mrs. Sugar, Mr. DeLade, Mrs. Marchese who were not in attendance were to abstain.

**CORRESPONDENCE:** none.

**Open Public Session:** **Mrs. Sugar** made a **motion** to open the meeting to the public at 7:39pm. **Ms. Gullette** seconded.

noone present.

**Roll Call Vote:** Mrs. Sugar, Mrs. Fritsch, Mr. Nothstine, , Mr. DeLade, Mrs. Marchese and Ms. Gullette.

**Mrs. Sugar** made a **motion** to close OPS at 7:40 pm. **Ms. Gullette** seconded.

**Roll Call Vote:** Mrs. Sugar, Mrs. Fritsch, Mr. Nothstine, , Mr. DeLade, Mrs. Marchese and Ms. Gullette.

**OLD BUSINESS**

**Dog Ordinance Signs Update:** Tim Fisher had no info at this time. Will have information on Tuesday, December 11, 2012.

**Inclement Weather Flags:** Maureen received email from Kathy Wunder on November 8, 2012 saying she would be in contact the Web Advisor and would let Maureen know when this was up and running. The field use forms will need to be amended to reflect any changes in communication.

**Monetary Donations to Non-Profits:** A letter was drafted by Maureen and the Township did, at their meeting held Oct 1, 2012, reconsider giving funds to the Kittatinny Cougar Athletic Association. It was confirmed via an email to Maureen from Lynda Knott. Maureen resubmitted the request to Tammy Leonard and Tammy is awaiting a signature from the nonprofit before check can be mailed.

Discussion ensued about adding back the Contributions to Non-Profits as a line item on the 2013 budget as it was removed in 2012 for unknown reasons.

**Need for Clay:** Ms. Gullette found preliminary pricing from Par Tac Peat (\$72 per ton for beam clay) and Morris County Coop (\$39 for athletic field clay). The quote was for 84 tons but this seemed too much. A

follow up will be done to see what is actually necessary. It was decided to table this until the February meeting as the season has come to a close and clay cannot be laid until March.

**Stillwater Day:** Mrs. Sugar was in contact with band Snake Oil Willy and they agreed to do Stillwater Day, June 15, 2013, entertainment at a cost of \$600. Mrs. Sugar was to confirm if a deposit was necessary. Mr. Nothstine suggested getting in contact with Kittatinny Marching Band for possible additional entertainment.

**Donated Property:** Mr. Fisher met with the DEP and is waiting for a reply. There was a concern about the walking trail that leads to the Chammings property being blocked off so that it was a no access.

**Mobile Concession:** It was decided to table this until spring meeting.

**BILLS:**

Mr. John Incorporated

Stillwater Park (8/23/12-9/22/12)	\$87.00
Volunteer Field (8/23/12-9/22/12)	\$87.00
Veterans Field (8/23/12-9/22/12)	\$87.00
Stillwater Park (9/23/12-10/22/12)	\$87.00
Volunteer Field (9/23/12-10/22/12)	\$87.00
Veterans Field (9/23/12-10/22/12)	\$87.00
Stillwater Park (10/23/12-11/22/12)	\$87.00
Volunteer Field (10/23/12-11/22/12)	\$87.00
Veterans Field (10/23/12-11/22/12)	\$87.00

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**Total** \$783.00

**Motion** was made by **Mrs. Fritsch** to pay \$783 for port-o-john fees. **Ms. Gulette** seconded.

**NEW BUSINESS**

**2013 Budget Request:** The new budget was agreed upon as stated below. One additional line item was added - Donations to nonprofits. Also a memo was made to request money toward fireworks for Stillwater Day.

<b>01-201-28-370-100 Recreation: S&amp;W</b>	<b>2012 requested</b>	<b>2012 charged</b>	<b>2013 requested</b>
01-201-28-370-101 Recreation: Sec'y - Recreation Comm		\$832.66	\$1,200.00
<b>Total</b>		<b>\$832.66</b>	<b>\$1,200.00</b>

<b>01-201-28-370-200 Recreation: Other Expenses</b>	<b>2012 requested</b>	<b>2012 charged</b>	<b>2013 requested</b>
01-201-28-370-201 Recreation: ADVERTISING	\$160.00	\$56.60	\$160.00
01-201-28-370-202 Recreation: COMMUNITY EVENTS	\$2,500.00	\$66.26	\$2,000.00
01-201-28-370-203 Recreation: OFFICE SUPPLIES	\$150.00	\$70.96	\$150.00
01-201-28-370-204 Recreation: POSTAGE	\$0.00	\$300.00	\$300.00

01-201-28-370-205	Recreation: BUS TRIPS	\$400.00	\$100.00	\$0.00
01-201-28-370-206	Recreation: CONCESSION - Moved-Elec'y	\$0.00	\$0.00	\$0.00
01-201-28-370-207	Recreation: PORTA-JOHN RENTAL FEES	\$3,000.00	\$2,970.79	\$3,000.00
01-201-28-370-208	Recreation: STILLWATER DAY	\$3,500.00	\$1,028.67	\$4,000.00
<b>REQUEST FOR FIREWORK DISPLAY TO ENHANCE STILLWATER DAY</b>				\$3,000.00
01-201-28-370-209	Recreation: EQUIPMENT	\$6,750.00	\$2,956.21	\$3,750.00
01-201-28-370-210	Recreation: MISC	\$0.00	\$19.92	\$0.00
01-201-28-370-211	Recreation: TRAINING	\$400.00	\$0.00	\$0.00
01-201-28-370-212	Recreation: FIELD MAINTENANCE COSTS	\$0.00	\$334.00	\$4,000.00
<b>Total</b>		<b>\$16,860.00</b>	<b>\$7,903.41</b>	<b>\$20,360.00</b>

Last yr x .02 increase =	\$337.20
Expected budget amount	\$17,197.20
overage due to fireworks request and anticipation of needed bleachers	\$3,162.80

**Motion** was made by **Mrs. Fritsch** to request the budget as posted above.  
**Ms. Gulette** seconded.

**Roll Call Vote:** Mrs. Sugar, Mrs. Fritsch, Mr. Nothstine, , Mr. DeLade, Mrs. Marchese and Ms. Gulette.

#### **Tree Lighting:**

Mrs. Sugar was offered the use of the Swartswood Firehouse tree at end of their drive for tree lighting ceremony. The commission has no lights. Mr. Nothstine suggested having the Boy Scouts make a wooden star for the top. It was decided to have the ceremony on Sunday, December 16, 2012 at 7pm with the Commission to arrive at 6pm. Flyers will be made to put in prominent places around town and a notice will be put into Stillwater Elementary School weekly notice. Mrs. Fritsch will contact school. Mrs. Marchese agreed to do flyers. Ms. Gulette agreed to shop for candy canes, cocoa and cups. Mr. Fisher will make sure Mayor can come and light the tree.

**Motion** was made by **Mrs. Fritsch** to pay up to \$150.00 to Swartswood Fire Department for the purchase of tree lights. **Mrs. Sugar** seconded.

**Roll Call Vote:** Mrs. Sugar, Mrs. Fritsch, Mr. Nothstine, , Mr. DeLade, Mrs. Marchese and Ms. Gulette.

**Motion** was made by **Mrs. Fritsch** to pay up to \$60.00 toward the purchase of hot cocoa, candy canes and cups for the event. **Ms. Gulette** seconded.

**Roll Call Vote:** Mrs. Sugar, Mrs. Fritsch, Mr. Nothstine, , Mr. DeLade, Mrs. Marchese and Ms. Gulette.

#### **Bleacher Purchase:**

**Motion** was made by **Mr. DeLade** to purchase 4 sets of bleachers or similar set up as before from the same vendor as previous purchase up to the line item, equipment, allowance from 2012 budget not to exceed \$5,500. **Mr. Nothstine** seconded. Mrs. Sugar will look into cost.

**Roll Call Vote:** Mrs. Sugar, Mrs. Fritsch, Mr. Nothstine, , Mr. DeLade, Mrs. Marchese and Ms. Gulette.

**Candy Cane Purchase:** Mrs. Sugar received phone call from school with inquiry on candy canes. A **motion** was made by **Mr. Nothstine** to pay for candy canes up to \$45 to give to Stillwater Elementary School students as was done in the past. **Mrs. Fritsch** seconded.

**Roll Call Vote:** Mrs. Sugar, Mrs. Fritsch, Mr. Nothstine, , Mr. DeLade, Mrs. Marchese and Ms. Gulette.

**Open Public Session:** **Mrs. Sugar** made a **motion** to open the meeting to the public at 8:26pm. **Mrs. Fritsch** seconded.

There being no further discussion **Mrs. Sugar** made **motion** to close the meeting to the public at 8:27pm. **Mrs. Fritsch seconded.**

**Reports:** None.

**Committee Member Comments:** Mrs. Sugar will call Mr. John to see if port-o-johns have been picked up. Mrs. Sugar told the committee of Maureen's decision to resign.

**Liaison Report:** none.

**Executive Session:** None.

There being no further business, **Mrs. Sugar** made a **motion** to adjourn the meeting at 9:15pm. **Mrs. Gullette seconded.** In a voice vote, all were in favor. The next meeting will be held on Monday, January 7, 2013 at the Municipal Building.

Respectfully submitted,

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Maureen Block, Secretary

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Tina Sugar, Chairperson