

**MEETING LOCATION: PATTON TOWNSHIP OFFICE AND ZOOM
HYBRID**

SUMMARY MINUTES

1. CALL TO ORDER

Mr. Hickman called the meeting to order at 5:30 pm. Members present were Mr. Jeff Zapletal, Ms. Cindy Solic (virtual), and Mr. Greg Turner. Mr. Chad Joyce was absent. Ms. Clara Franklin, CRPRA representative, was present. Staff member present was Ms. Susan Wheeler, Project Manager. Chuck Strodoski of YSM Architects was present (Virtual).

2. APPROVAL OF MINUTES

A motion to accept the November Recreation Advisory Committee minutes was made by Mr. Turner and seconded by Mr. Zapletal. All members voted in favor of the adoption of the minutes.

3. ADDITIONS TO THE POSTED AGENDA

At this time, the Chair may announce and/or ask the Committee members for the addition of agenda items that are not already on the agenda. No new items were added.

Any Committee member wishing to add an item to the agenda shall ask for recognition by the Chair and shall make a motion to add an item, including stating the nature of the item and reason for changing the agenda. If the motion is seconded, the Chair shall oversee discussion and a vote on the motion to add the item. If the motion is approved by a majority vote of the individuals present and voting, the item shall be added to the agenda and the Chair shall determine the placement of the added item within the meeting agenda.

4. ORGANIZATIONAL ITEMS

a. Election of Officers

The Committee held the election of officers for 2026.

Ms. Solic nominated Mr. Hickman for Chair. Mr. Turner seconded the motion and the motion carried. Ms. Solic nominated Mr. Zapletal for Vice-Chair. Mr. Turner seconded the motion and the motion carried.

Officers for 2026 are: Chair: Mr. Ken Hickman
Vice-Chair: Mr. Jeff Zapletal

b. The Recreation Advisory Committee adopted the schedule of meetings for 2026. The Committee also set the January 2027 organizational meeting date. Following the meeting pattern of past years (3rd Tuesday of each month), the meeting dates for 2026 are:

February 17	May 19 (parks tour)	September 15 (parks tour)
March 17	June 16	October 20
April 21	July 21	November 17
	August 18	December 15

January 19, 2027 - Organizational Meeting

The meeting time will be 5:30 pm. The May 20 and the September 16 parks tours begin at 4:00 pm leaving from the Patton Township office building. Meetings will be held either all in person or hybrid (to be determined as agenda items dictate).

5. GRAY'S WOODS PARK PHASE 2 DESIGN

Mr. Chuck Strodoski of YSM Landscape Architects attended the August RAC meeting to kick off the design process for Phase 2 of Gray's Woods Park. At the November 4, 2025 RAC meeting Mr. Strodoski and Mr. Shawn Rebeck of SA Architects presented options for the treehouse, pavilion and adventure play elements. The Committee provided feedback.

Mr. Strodoski presented a PowerPoint with ideas based on the Committee's past comments. The Committee liked the proposed pavilion and the four (4) pieces of adventure play equipment. The site plan was also approved.

The Committee made comments on the treehouse about the roof line and the height of the deck off the ground. Mr. Strodoski will work with the architect to have these minor changes made.

The Committee discussed a date for a public meeting to present the draft plans and collect public input. The Open House date will be Tuesday, February 17, 2026 from 4:30 – 5:30 pm at the Patton Township Board meeting room.

DCNR grant submissions are due April 31, 2026 and a submission will be made by the township for this project.

6. DRAFT – CENTRE REGION PARKS AND RECREATION (CRPR) INTERGOVERNMENTAL RELATIONSHIP AGREEMENT

At the August 2025 RAC meeting, the Committee was asked to make comments on the first draft of the "CRPR Authority Intergovernmental Relationship Agreement" between the Centre Region Parks and Recreation Authority, the Centre Region Parks and Recreation, the Centre Region Council of Governments, and the Centre Region Municipalities. The Committee reviewed this document and made comments to the Board of Supervisors at that time.

A revised draft document was provided. The Committee reviewed the new draft and had no comments.

7. DRAFT - CENTRE REGION PARKS AND RECREATION (CRPR) AND PATTON TOWNSHIP MAINTENANCE RESPONSIBILITIES MOU

The Committee reviewed the draft and provided the following comments:

- a. The draft document refers to programming. All references to programming should be removed from the intergovernmental park maintenance agreement. Programming and maintenance should be addressed in two sperate documents.

- b. Pages 1 and 2. The categories should not be defined as tiered levels.
 - Rename Item 2. as "ServiceLevels", not "Tiered Service Levels".
 - Rename "Level 1 - Basic Maintenance (Baseline Standard)" as "Basic Maintenance".
 - Rename "Level 2 - Enhanced Maintenance & Field Support" as "Enhanced Maintenance & Field Support"
 - Remove Level 3 as a category and remove Bullet #1 re: CRPR recreation programs.
 - Bullets #1 and #2 (snow/ice and turf aeration) should be added to the "Enhanced Maintenance and Field Support" category.
 - Bullet #4 should be made as a statement in the narrative that applies to all parks in the maintenance program.

The Committee also discussed the general nature of the maintenance agreement and questioned its value without specific details. Page 4, Item 6 refers to "Failure to Perform" but this is not enforceable without a comprehensive list of duties for each party.

The CRPR draft document does not address costs associated with the maintenance levels of service. This should be addressed in this document.

An example of the joint maintenance responsibilities between CRPR and Patton Township is added at the end of these minutes. The Committee felt that this level of detail is needed to make an "Intergovernmental Park Maintenance Level of Service" agreement valid and functional. The Committee plans to add this level of detail as an addendum to the draft "Patton Township Parks & Bicycle/Pedestrian Path Plan 2026 - 2030" that is currently being developed.

8. TREEPENNSYLVANIA BARE ROOT TREE PROGRAM – SPRING 2026

Ms. Wheeler will be submitting a grant application for the Spring 2026 Bare Root Tree program. A submission will be made for ten (10) trees and planted in Ambleside Park.

9. PENNSYLVANIA PARKS AND RECREATION SOCIETY (PRPS) 2026 MEMBERSHIP

The Township has renewed the membership of the Committee members to PRPS for 2026.

10. CENTRE REGION PARKS AND RECREATION AUTHORITY (CRPRA) UPDATE

Ms. Clara Franklin provided a memo of items discussed at the December CRPRA meetings.

11. 2026 PROJECT LIST

The following are the anticipated projects for 2026.

- Scotia Road ROW acquisition from Gray's Woods Partnership
- Scotia Road SUP Engineering Design
- Grant Application – Scotia Road SUP Connector Construction
- Gray's Woods Park Phase 2 Design
- Grant Application – Gray's Woods Park Phase 2 Construction
- Completion of permitting for Cricklewood Road Diet and Bike/Ped Path Project
- Bernel Road Park Shade Sail Installation
- Bernel Road Park Pump Track Paving
- Adoption of the "Patton Township Parks and Bicycle/Pedestrian Path Plan 2026 - 2030"
- TreePennsylvania Bare Root Tree Grant Program
- Ongoing Maintenance and Repair in Parks and Bike/Ped Paths

12. OTHER BUSINESS

13. ADJOURNMENT

Mr. Turner made a motion to adjourn at 7:15 pm. The motion was seconded by Mr. Zapletal. The next meeting will be held Tuesday, February 18, 2026 beginning at 5:30 pm. An Open House for Gray's Woods Park Phase 2 will be held from 4:30 -5:30pm on February 18, 2026 as well.

**PATTON TOWNSHIP, CENTRE REGION PARKS AND RECREATION (CRPR) AND CENTRE
REGION COUNCIL OF GOVERNMENTS (COG)
Intergovernmental Park Maintenance Level of Service Agreement**

DRAFT

Centre Region Parks&Rec (CRPR) maintains many of the Patton Township parks and there are shared responsibilities between CRPR and Patton Township.

Patton Township parks may be categorized by size, amenities and uses which direct the required levels of service. The township parks are categorized to indicate the maintenance responsibilities of each party. The following outlines the maintenance responsibilities shared between CRPR and Patton Township.

1. Basic Maintenance

Patton Township parks included in the "Basic Maintenance" level of service are:

- Park Forest Tot Lot
- Ambleside Park
- Gray's Woods Park
- Marjorie Mae Park

CRPR Duties:

1. Regular mowing of all grass areas each season with grass not exceeding a height of 3 inches.
2. Daily safety checks and hazard removal.
3. Weekly trash and recycling pick up.
4. Doggie bag refills, as required.
5. Yearly playground safety inspections, with written reports provided to the township.
6. Yearly fluffing of safety bed mulch.
7. Safety bed mulch placement in safety beds every 3 years.
8. Minor repair of play equipment (swing set pieces, loose bolts, bee's nest removal, etc.).
9. Minor repair of poured-in-place (PIP) safety surface.
10. Power washing of play equipment every 3 years.
11. Pavilion repair - loose shingles, wood, etc.
12. Fall leaf removal.
13. Pruning of trees from the ground.

Patton Township Duties:

1. Major repairs/removal/replacement of play equipment.
2. Safety bed timber tie repair and replacement.
3. Major tree removal and high branch pruning.
4. Stump grinding.
5. Asphalt path repair and replacement.

2. Enhanced Maintenance and Facility/Field Support

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Patton Township Parks included in the "Enhanced Maintenance and Facility/Field Support" level of service are:

- Berne! Road Park
- Circleville Road Park
- Graysdale Park
- Green Hollow Park
- Oakwood Park
- Woodycrest Park

CRPR Duties:

1. Regular mowing of all grass areas each season with grass not exceeding a height of 3 inches.
2. Daily safety checks and hazard removal.
3. Weekly trash and recycling pick up.
4. Doggie bag refills, as required.
5. Yearly playground safety inspections, with written reports provided to the township.
6. Yearly fluffing of safety bed mulch.
7. Safety bed mulch placement in safety beds every 3 years.
8. Minor repair of play equipment (swing set pieces, loose bolts, bee's nest removal, etc.).
9. Power washing of play equipment every 3 years.
10. Pavilion repair - loose shingles, wood, etc.
11. Fall leaf removal.
12. Pruning of trees from the ground.
13. Minor repair of poured-in-place (PIP) safety surface.
14. Turf aeration and specialty care of playing fields.
15. Rake and drag ballfield infields, replace bases as needed and replace infield mix as required.
16. Minor repair of backstop fencing.
17. Tennis, pickleball net replacement.
18. Power washing of tennis/pickleball court surfaces every 2 years.
19. Sand volleyball net and boundary marker replacement, adding sand as required.
20. Bocce court mix replacement.
21. Basketball net replacement, court clean-up.
22. Ballfield base replacement.
23. Disc golf course mowing with grass not exceeding a height of 3 inches. Cutting back of vegetation along the disc golf fairways.
24. Mowing around and mowing/weed-whacking inside the pump track.
25. Portable toilet vendor contracts and inspections.
26. Trash and recycling pick-up.
27. Drinking fountain repair and annual seasonal winterization and opening.

Patton Township Duties:

1. Major repairs/removal/replacement of play equipment.
2. Safety bed timber tie repair and replacement.
3. Major tree removal and high branch pruning.

4. Stump grinding.
5. Asphalt path repair and replacement.
6. Supplemental mowing as required
(disc golf courses - Berne! 1.5 acres, Circleville 2.0 acres).
7. Mowing of natural areas in Bernel Road Park yearly.
8. Re-painting of basketball court lines, parking lot space lines.
9. Asphalt path repair and replacement.
10. Minor snow removal from parking lots.

Patton Township Park Maintenance Level of Service - Duties performed only by Patton Township staff

In addition to the ten (10) parks where maintenance is shared between CRPR and Patton Township, there are six (6) parks that are fully maintained by Patton Township. These parks are:

- Carnegie Drive Tot Lot
- Ridgemont Parklet
- Cedar Cliff Park
- Ghaner Drive Parklet
- Graycairn Park
- Patton Township Natural Recreation Area

Patton Township Duties:

1. Regular mowing of all grass areas each season with grass not exceeding a height of 3 inches.
2. Yearly fluffing of safety bed mulch.
3. Safety bed mulch placement in safety beds every 3 years.
4. Safety bed timber tie repair and replacement.
5. Drinking fountain repair and annual seasonal winterization and opening.
6. Minor repair of play equipment (swing set pieces, loose bolts, bee's nest removal, etc.).
7. Major repairs/removal/replacement of play equipment.
8. Power washing of play equipment every 3 years.
9. Pavilion roof/shingle replacement.
10. Re-painting of basketball court lines, parking lot space lines.
11. Major tree removal and low/high branch pruning.
12. Stump grinding.
13. Asphalt path repair and replacement.
14. Asphalt path repair and replacement.
15. Minor snow removal from parking lots.

****Yearly playground safety inspections to be performed by CRPR, with written reports provided to the township.**