

**HILLTOWN TOWNSHIP PARKS AND RECREATION BOARD MEETING
TUESDAY, OCTOBER 8, 2024**

The regular meeting of the Hilltown Township Parks and Recreation was called to order by Chairman Steve Kendra at 7:05 PM and opened with the Pledge of Allegiance. Also in attendance were Treasure Caitlin Metzinger, Bryan Coleman, and Secretary Aubrie Schulz.

1. ANNOUNCEMENTS: None

2. CONSENT AGENDA:

- 1) American Rescue Plan Act (ARPA) Funds
- 2) Parks and Recreation Committee Overview

3. CONFIRMED APPOINTMENT: None.

4. LEGAL: None

5. PLANNING: None.

6. ENGINEERING: None.

7. UNFINISHED BUSINESS: American Rescue Plan Act (ARPA) Funds

- ARPA funds need to be contracted by the end of the year.
- If the funds are not utilized, they will revert back to the IRS, as Hilltown is classified as a “tight” township.
- Caitlin Metzinger provided a Treasurer’s Report, noting that ARPA funds had been allocated for lighting improvements at Hilltown Fields.

8. NEW BUSINESS:

- 1) Parks and Recreation Committee Overview
 - Caitlin Metzinger outlined the structure of the Parks and Recreation Committee and its collaboration with the township
- 2) Committee Responsibilities
 - The committee is tasked with evaluating and overseeing park development, providing recommendations, and conducting research to present findings.
 - Members are reminded they must not miss more than three meetings per year.
- 3) Interim Reports
 - Reports on urgent matters were discussed, including:
 - Project recommendations (scope, purpose, cost, vendor information, timeline, and recommendations)
 - SWOT analysis for every park
 - Ordinance and law recommendations
- 4) Project Proposals

- Caitlin Metzinger proposed the development of a template to outline the pros and cons of each park.
- Steve Kendra seconded the motion. However, there was no motion passed as it was found unnecessary.

9. SUPERVISOR'S COMMENTS: None.

10. PUBLIC COMMENT: None.

11. PRESS CONFERENCE: None.

12. ADJOURNMENT: Upon motion by Chairman Steve Kendra, seconded by Treasure Caitlin Matzinger, and carried unanimously. The October 8th, 2024, Hilltown Township Parks and Recreation Board meeting was adjourned at 7:50 PM.