

Harcrest Park Committee Meeting Minutes

Purpose: The Penn Township Park Committee met at 6:30 p.m. on July 13, 2023, in the Penn Township Municipal Building, 157 East Airport Road, Butler, PA 16002 for the Harcrest Park Phase II design and engineering.

Attending:

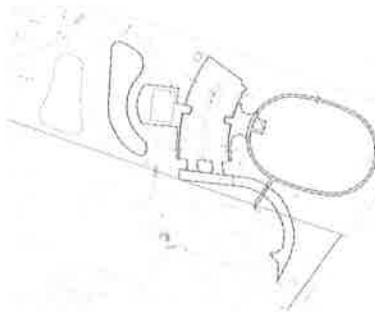
- Bert Mowry – Penn Township Supervisor
- Bill Geibel – Park neighbor
- Doug Roth – Penn Township Supervisor & Park Committee
- James Feath – HRG - Registered Landscape Architect
- Karen Trempus – Park Committee
- Sam Ward – Penn Township Supervisor
- Scott Gumto – Park Committee
- Theodosia Regal – Park neighbor & Park Committee

Distribution of minutes:

- Attending
- Ashley Helmstaedter – Butler County Parks & Recreation
- Cathy Woller – Park neighbor
- Christina Sarson – HRG Land Planner
- Clinton Bonetti – Penn Township Land Use Administrator
- Craig Thomasmeyer - Park neighbor
- Diane Curry – Park neighbor
- Janet Sperling – Park neighbor
- Jim Woller – Park neighbor
- John Weston – BSA Troop 53 Scoutmaster
- Kelly Weston – BSA Troop 53 Secretary
- Kimberly Geyer – Butler County Commissioner
- Lance Welliver – Butler County Director of Parks & Recreation
- Linda Zerfoss – Penn Township Manager
- Mark Gordon – Butler County Chief of Economic Planning
- Melissa Heagy – Park Committee
- Michael Corle – Penn Township SEO
- Sarah Giamporcaro – Park neighbor
- Tammy Able – Penn Township Consultant
- Warren Carr – Park neighbor
- Will Pitts – Butler Eagle

Discussion:

- Karen Trempus made the motion and Theodosia Regal seconded the motion to approve the minutes of the meeting held on June 6, 2023. The motion was approved.
- The Committee welcomed the new Park Committee member and neighbor, Theodosia Regal.
- Sam Ward stated that the Penn Township Sewage Enforcement Officer (SEO) and Public Works Department (PTPWD) will conduct on-site testing to determine if on-lot sewage is a viable option for Phase I and II. HRG will advise prospective locations. A water well will also be added to the scope of work.
- Highlights of the video conference with DCNR Division Chief, Mark Hansford, were reviewed. Refer to the minutes dated June 23, 2023.
- Doug Roth stated that a resident asked if he could do some maintenance on the Disc Golf course. The Committee agreed that hole number 8 could be moved slightly away from the park trail.
- Doug Roth stated that he will receive a proposal from an interested party to add nine more holes to the Disc Golf course. The Committee agreed that the additional holes could be added and directed HRG to provide a drawing defining the area limits where the additional holes can be added.
- Jim Feath reviewed HRG the budget, design, and engineering progress. HRG will develop bid alternates. Penn Township will ask DCNR for additional funding for the current grant.
- Doug Roth asked DCNR funding requires that all projects need to be engineered. Jim Feath stated that engineering is required in most cases. DCNR approval is required for any project that is not engineered.
- Doug Roth stated that Theodosia Regal and the Audubon Succop Conservancy are raising pollinator plants. Doug suggested planting Theodosia's plants in the Fall. Theodosia Regal stated that some of the pollinator plants can be planted in wet areas. Doug Roth and Theodosia will select areas for these pollinator plants.
- Jim Feath reviewed Phase 2/Option 2 detailed in the HRB PowerPoint, dated 7/13/2023.



Phase 2/Option 2

- Township Build:
- Excavation
 - Stormwater Facilities
 - Millings for Roads and Parking
 - Millings for Ellipse Walk
- Contracted Items:
- Four Seasons Shelter 40'x80'
 - Ellipse Shelter
 - Asphalt Paved Ellipse Walk
 - Asphalt Paved Roadway
 - Concrete ADA Parking
 - Concrete Walkways/Shelter Pads/Patios

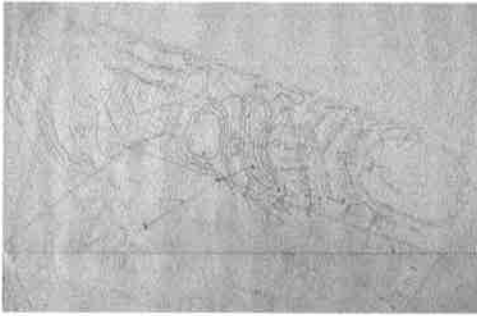


- Jim also reviewed his first effort of the draft grading plan, dated July 2023. This grading plan will now be drafted in CAD to begin the balancing of earthwork cut and fill with other subsequent phases. Stormwater detention for subsequent phases may be included with this phase to balance the earthwork. Jim noted that the draft earthwork contours "return to existing grade" quickly, indicating a minimum of disturbance.

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Draft Grading Plan

July 2023



- Jim Feath advised that stormwater detention area maintenance requirements would include mowing and/or appropriate plantings. The design could include permanently wet or dry areas. HRG will provide recommendations to the Park Committee for approval.
- Jim Feath reviewed the next steps and schedule.

NEXT STEPS/SCHEDULE

- HRG DESIGN AND ENGINEERING
- HRG – E&S and NPDES Permitting
- Submit to BCCD October 2023
- Submit to DCNR for review November 2023
- Anticipate NPDES approval February 2024
- Township begin construction March 2024
- BOS authorize to bid May 2024
- Tentative Bid – June 2024
- HRG will continue the design and permitting and will provide an update at the next meeting in October. Design progress updates will be forwarded during this time period, as appropriate.
- Doug suggested that some areas of Harcrest Park remain not mowed. These areas must be identified and staked out with signage for the public and maintenance personnel stating that these areas are intentionally not mowed.
- HRG will prepare the grant application documents, including the refined scope of work and cost estimate, in January 2024 for the April 2024 approval. A bid alternate will be developed for the 4-Season Shelter. A water well and on-lot sewage will be included.
- Jim Feath also reviewed his first design effort grading plan.
- The next Park Committee meeting will be held in the Penn Township Municipal Building, 157 East Airport Road, Butler, PA 16002, on October 18, 2023, at 6:30 p.m.
- Theodosia Regal made the motion and Karen Trempus seconded the motion to adjourn. The motion was approved and the meeting concluded at 7:35 p.m.
- Minutes of the meeting will be posted on the Penn Township website, www.penn township.org under Documents, Park Committee.

Respectfully submitted,

Samuel M. Ward, Supervisor