

Board of Recreation Commissioners

Egg Harbor Township, NJ

REGULAR MEETING

Thursday, January 13, 2021

7:00pm

MINUTES

Call to Order

Since this is the re-organization meeting, the meeting was called to order by Recreation Director Rick Audet at 7:05 pm. Recording of the meeting began at this point.

Statement Pursuant to the Open Public Meetings Act

Read by Recreation Program Manager Dena Danz who was acting as secretary for the commission during this meeting.

Roll Call

Roll call showed 8 members present. The Alternate #2 seat is still vacant.

Charles Gallagher	Present	Paul Trinkle	Present
Christine Gras	Present	William Warrell, Vice Chairperson	Present
Toni-Lynn Rispoli, Chairperson	Present	Paul Weldon	Excused
Amy Smith	Present	Stan Russ, Alternate #1	Present
		Alternate #2	Vacant

Also present at the meeting were Deputy Mayor Laura Pfrommer, Township Committeeman Ray Ellis, Recreation Director Rick Audet and Program Manager Dena Danz.

Nominations and Election of Officers

Director Audet called for nomination of Chairperson. Commissioner Gallagher, with a second by Commissioner Gras, nominated Toni-Lynn Rispoli as Chairperson. Director Audet asked if she accepted the nomination, in which she affirmed. A call was made for any additional nominees. Seeing none the nomination for chairperson was closed.

2021 Chairperson

Motion	To approve Toni-Lynn Rispoli as the Recreation Chairperson for 2021. Motion made by Commissioner Gallagher Seconded by Commissioner Gras
Vote	Motion carried 7-0-0 Gallagher, Gras, Rispoli, Russ, Smith, Trinkle, Warrell

Director Audet called for nomination of Vice-Chairperson. Commissioner Gras with a second by Commissioner Trinkle, nominated William Warrell as Vice-Chairperson. Director Audet asked if he accepted the nomination, in which he affirmed. A call was made for any additional nominees. Seeing none the nomination for vice-chairperson was closed.

Vice-Chairperson 2021

Motion	To approve William Warrell as 2021 Vice-Chairperson. Motion made by Vice Commissioner Gras Seconded by Commissioner Trinkle
Vote	Motion carried 7-0-0 Gallagher, Gras, Rispoli, Russ, Smith, Trinkle, Warrell

At this time Director Audet turned the meeting over to Chairperson Rispoli. Chairperson Rispoli welcomed new commissioner Stan Russ to the board.

Reading / Acceptance of Minutes

Regular Meeting December 9, 2020

Motion	To approve the December 9, 2020 Regular Meeting minutes as presented. Motion made by Commissioner Trinkle Seconded by Vice Chairperson Warrell
Vote	Motion carried 3-0-4 Gallagher, Trinkle, Warrell, (Gras, Smith, Russ and Rispoli abstained.)

EHT Recognized Youth Groups

Chairperson Rispoli opened the floor to the youth groups that were present at 7:09 pm. There were no groups that wished to speak and this portion of the meeting was closed at 7:09 pm.

Public Portion

Chairperson Rispoli opened the public portion of the meeting at 7:09 pm. There were no members of the public who wished to speak and this portion of the meeting was closed at 7:10 pm.

Old Business

Chairperson Rispoli asked the commission if they had a chance to think about the changes that were requested for an Ordinance to amend Chapter 165 (Township Code). Chairperson Rispoli mentioned that she felt that what was already written covers our parks and our courts. She asked Director Audet if any signs have been posted to reflect what is already on paper. Director Audet advised that the department was waiting on confirmation of any “new” wording prior to putting signs up at the parks.

Chairperson Rispoli asked the commissioners for their input so that she could get back to Township Committee. Director Audet supplied the commission with a handout on wording from other towns in reference to public use of municipal courts.

Commissioner Smith inquired as to Township Committee’s position on rewording chapter 165. Deputy Mayor Pfrommer spoke. She advised the wording is needed and it is directly related to Tennis Court. She agreed the wording in the Township Code already covers it. However, she suggested the commission look to strengthen the wording.

Chairperson Rispoli advised that we need signage at all parks. We need it at the entrance of every court. Signs should read that organized activity without approval of the Recreation Department is in violation of Township Code Chapter 165. She also stated that we have many issues with Tennis. However, baseball has had issues too. She continued that this was the reason a fee structure was setup. Therefore the outside groups could rent the space.

Chairperson Rispoli felt what is already on paper is sufficient. Signs need to be put up informing the public. Committee Member Ellis asked if this was something that could possibly be discussed at the end of the meeting. He asked if we could have it ironed out and get this back to Township Committee prior to their January 20th meeting.

Chairperson Rispoli asked Deputy Mayor Pfrommer if discussing this at the end of the meeting would be sufficient. Deputy Mayor Pfrommer replied as long as time permitted. She continued, it didn't need to be brought back to Township Committee by the January 20th meeting. That if it needed to be pushed off a few weeks that would be OK.

Commissioner Gras asked if she could see the original wording. At this time Director Audet went to get copies of Chapter 165 for the Commission. Commissioner Smith stated that the wording needs to be looked at, but the commission needs to be careful with residents using the fields/courts. Chairperson Rispoli responded that it's mostly for Tennis where private instructors are monopolizing the courts. Commissioner Gras mentioned that it should not affect two residents who are out there. She used the example her daughter should be able to go out with another resident (trainer/college student) and train on any field they want. If her daughter wanted to give the trainer \$20 for his/her time, that should be allowed. If a team comes out to use a field and they have a use of facility, then those two would need to find another space.

Commissioner Smith asked if anyone from the Township had addressed this with those who are using the tennis courts. Commissioner Gras wanted to know if anyone had been enforcing what was already written. Have the police been called? Have we sent them certified letter telling them they can't use the courts for profit?

Chairperson Rispoli advised that the signs need to be put up and enforcement needs to be done. Deputy Mayor Pfrommer asked if the commission could look at the wording and maybe add a line to make it stronger.

Director Audet provided all commissioners with a copy of Chapter 165. Program Manager Danz, advised the section of the Chapter that needed to be reviewed was 165-6 Permits. The last line of that section is what is in question.

Commissioner Gras stated that she would like the signs to go up. The person who is violating this ordinance as far as Tennis is concerned should be sent a certified letter. Vice Chairperson Warrell agreed. He would like to leave it alone for now. He wants the signs to go up along with a certified letter sent to the tennis guy. He said we can always go back and adjust the wording later. He would like to see what we have on paper enforced.

Program Manager Danz asked to ensure that any wording would not affect Recreation run programs also, that if the youth groups get a permit, such as soccer, that it would not affect them bringing in paid trainers.

Chairperson Rispoli said there should be a caveat for groups with permits. Director Audet advised wording should be added in reference to making a profit. Commissioner Gras asked if this was all because of one person. She stated we need to watch the wording so that it doesn't hurt a tax payer from using these areas. She said this is a gray area and wanted to know what the bottom line was and how often this happening.

Director Audet replied that in the past year it was three people using tennis courts, an organization using Bargaintown Baseball Field for games and training and one gentleman using Canale Soccer Fields. Commissioner Gras asked if the police were called when these violations took place. Director Audet advised they were not. Commissioner Gras then mentioned we are not doing what needs to be done. We are not enforcing what is already there.

Director Audet advised that this is not a daily issue and that it maybe happened 10 times in the last year. Vice Chairperson Warrell stated that out of those 10 times, $\frac{3}{4}$ of it could have been eliminated by the signs. Director Audet advised he did not feel the same. People walk by signs without reading them. Vice Chairperson Warrell indicated if the signs were there and an officer was called you would be able to point it out to those violating. Commissioner Gras agreed.

Chairperson Rispoli said she encountered an issue at Shires Park this summer with a gentleman running boot camp. She said once she advised him that he needed a permit, he left the premises. If the signs were up on the basketball court he was using, it may not have been an issue. Vice Chairperson Warrell advised that after reading chapter 165 this is all addressed in what is already written.

Chairperson Rispoli asked if the commission wished to continue this discussion or table it to a later time. Commissioner Smith advised we have already discussed it and we should continue with it at this time. She said this goes back to communication. This has been an extraordinary year and the last thing we want to do is hurt residents/tax payers. She felt that if it were the same tennis people calling on the same guy, then the police should have been called. Communication to the offender should have been sent in writing. She mentioned that the signs are preventative communication. Something for a resident to point out when someone is in violation. She noted that the police department has bigger issues to deal with but the ordinance needs to be enforced when someone is violating it. That cannot be done if the police are not called.

Commissioner Smith asked if Township Committee backed the commission. The need to amend really isn't there, we need to put the signs up and refer violators to the sign. This way, it is in writing. Residents should be advised to call the police non-emergency number if someone is violating it. Moving forward what is written, needs to be enforced. Commissioner Gras agreed and advised the last sentence of 165-6 addresses it.

Commissioner Gras advised that if wording in the chapter is changed to facilities and not just fields, we should be good. Chairperson Rispoli agreed and asked for multiple signs at multiple locations.

The section of Township Code Chapter 165 that needs to be updated is 165-6 permits. Commissioner Gras recommended the following wording be added to the last line. Multiple signs were needed for every gate going onto every court and in various spots throughout the parks.

All organized sports, activities and instruction must have authorized permit for use of Township facilities. Permits can be obtained at the Egg Harbor Township Recreation Office.

To amend Chapter 165 of the Township Code, section 6 permits to have the last line read as follows:

All organized sports, activities and instruction must have authorized permit for use of Township facilities. Permits can be obtained at the Egg Harbor Township Recreation Office.

Motion	To amend 165-6 Motion made by Vice Chairperson Warrell Seconded by Commissioner Gras
Vote	Motion carried 7-0-0 Gallagher, Gras, Rispoli, Russ, Smith, Trinkle, Warrell

Chairperson Rispoli asked Deputy Mayor Pfrommer if this was sufficient. She confirmed it was. Chairperson Rispoli requested that Director Audet forward this wording change to Mr. Miller for Township Committees approval. She also asked that signs be placed at all facilities sooner rather than later.

Use of Parks Facility Requests

EHT Lacrosse Association Veterans Memorial Park Fields (2, 3, 4, 5) 3/1/21-7/1/21 M-F 5p-9p and S-S 8a-5p

Motion	To approve the Park use request for EHT Lacrosse Motion made by Commissioner Gras Seconded by Vice Chairperson Warrell
Vote	Motion carried 7-0 Gallagher, Gras, Rispoli, Russ, Smith, Trinkle, Warrell

EHT Baseball Association Veterans Memorial Park Fields (Baseball Fields 1-10) 3/1/21-8/30/21 M-F 4p-9p and S-S 9a—9p

Motion	To approve the Park use request for EHT Baseball Motion made by Commissioner Gras Seconded by Vice Commissioner Trinkle
Vote	Motion carried 7-0 Gallagher, Gras, Rispoli, Russ, Smith, Trinkle, Warrell

New Business

Chairperson Rispoli mentioned that they were going to handle the annual adoption of the bylaws prior to coach of the year selection. She mentioned that every January the bylaws of the commission need to be approved. These bylaws were updated recently. A motion was needed to accept them for the year 2021.

To approve the annual adoption of the Recreation Commission Bylaws for 2021.

Motion	To approve annual adoption of the Recreation Commission Bylaws for 2021 Motion made by Commissioner Trinkle Seconded by Commissioner Gras
Vote	Motion carried 7-0 Gallagher, Gras, Rispoli, Russ, Smith, Trinkle, Warrell

Chairperson Rispoli asked those in attendance to step outside. She was asking the commission to go into closed session to discuss the Coach of the Year nominations.

Prior to asking for the motion for closed session, she asked if anyone from the public wished to add anything to the meeting. EHTYO, who was represented, did not have anything to add and those members exited the room and recording ended.

Motion to go into closed session at 7:51 pm

Motion	To enter into closed session to discuss Coach of the year (nomination and selection) Motion made by Commissioner Trinkle Seconded by Commissioner Gallagher
Vote	Motion carried 7-0 Gallagher, Gras, Rispoli, Russ, Smith, Trinkle, Warrell

Closed Session

The commission reviewed the seven nominations that were received for Coach of the year. Vice Chairperson Warrell began the conversation. He stated that he felt that one individual was the best option. This person was a past president who still is coaching in multiple sports. He always has the best interest of the kids and works well with the commission. He is always professional.

Commissioner Gras agreed and what she liked about this individual was that he coached multiple sports. Commissioner Russ agreed with both.

Chairperson Rispoli asked if there were any other candidates the commission wished to discuss further. All commissioners were satisfied with the recommendation. Gary Adams was found to be deserving of the Coach of the Year award for 2020.

Motion to approve Coach of the Year Selection

Motion	To approve Gary Adams as the 2020 EHT Recreation Coach of the Year Motion made by Vice Chairperson Warrell Seconded by Commissioner Gras
Vote	Motion carried 7-0 Gallagher, Gras, Rispoli, Russ, Smith, Trinkle, Warrell

Motion to end closed session at 7:57 pm

Motion	To end closed session at 7:57 pm Motion made by Commissioner Gallagher Seconded by Commissioner Gras
Vote	Motion carried 7-0 Gallagher, Gras, Rispoli, Russ, Smith, Trinkle, Warrell

Chairperson Rispoli opened the meeting back to the public at 7:57 pm. Recording began again. Chairperson Rispoli advised that she missed the Directors Report prior to going onto new business.

Directors Report

Director Audet advised that Recreation programming begins again on Tuesday. Registration is currently open for our fitness classes and other programs. Rec basketball will begin next week. The facility is ready. An email will be going out to all presidents tomorrow with the updated guidelines for youth sports and activities.

He stated that this is our second year being involved with the Mayors Wellness Campaign. The office is brainstorming ideas and programming. Last year was all virtual. Program Manager Danz advised that the MWC is looking to do in person programs. We are hoping to get these running in early spring.

Director Audet provided everyone with a treasurers/financials document. This is a document to help guide youth group treasurers. He advised it was drafted with the help of Commissioner Gras and was sent out to all youth groups. Chairperson Rispoli advised that the document was reviewed by the finance subcommittee. She would like everyone to take a look at it. It was presented for all commissioners to review. She asked if anyone wanted wording added or deleted.

Chairperson Rispoli added that the document is good. It highlights what needs to be turned in. This document will need to be added to our manual. Commissioner Smith stated that it is proven that people read bullet points and not paragraphs and that was what the subcommittee was looking at when this was drafted. This is more user friendly.

Commissioner Smith asked if the February meeting, would it be possible for the treasurers to attend with their presidents? The commission could do a 10 minute presentation. This would be beneficial to treasurers who have little to no experience. We could have them sign off that they received the training/handout.

Commissioner Gras advised this document is to help guide them, as to what, is the best practice. If the organization has a CPA for their treasurer, they wouldn't need to attend.

Commissioner Smith agreed. She said this is just telling them what is needed and what their best practice should be. May people do not realize the legality that is involved with being a treasurer of an organization.

Commissioner Gras wants the groups to know they should be keeping these records. There are certain things that need to be turned into Recreation at specific times. She wants them to understand it is not just about turning in bank statements. It is about having all the backup documentation to go along with statements.

Chairperson Rispoli agreed that the treasurers should attend the February meeting. We could do the presentation in the first 10 minutes, that would enable the treasurers to leave, unless they wanted to stay for the rest of the meeting. Chairperson Rispoli said that she still has an issue with organizations having debit cards. Commissioner Gras advised they are needed because they are used like a credit card. The organizations don't have lines of credit and we don't want them having lines of credit. They should be using it as a credit card and not withdrawing funds from an ATM.

Chairperson Rispoli agreed, there should be no cash withdrawls. Commissioner Russ commented that it was in everyone's best interest to not do cash withdraws. Chairperson Rispoli asked for any additions or changes to the document. Commissioner Smith felt it was perfect the way it was.

Motion to accept Treasurers and Organizations Financial Best Practices Document as part of the Recreation Manual.

Motion	<p>To accept Treasurers and Organizations Financial Best Practices Document as part of the Recreation Manual and to ask treasurers to attend February Recreation Commission Meeting.</p> <p>Motion made by Commissioner Trinkle Seconded by Commissioner Russ</p>
Vote	<p>Motion carried 7-0 Gallagher, Gras, Rispoli, Russ, Smith, Trinkle, Warrell</p>

Correspondence

The below listed minutes and submittals from the youth groups will be attached to these minutes.

- a. Minutes EHT Street Hockey Association 11/9, 11/23, 12/10
- b. Minutes EHT Soccer Club 11/12
- c. Minutes EHT Travel Basketball 11/12, 12/10
- d. Minutes EHT Baseball Association 12/20
- e. EHT Soccer Club Financials

Niall Bridgeman submitted a letter to the commission in reference to field use fees. Along with the letter was an email on how Galloway Township handles fees for non-residents. Chairperson Rispoli advised that both Niall and Baseball President Jamie Gillespie addressed the commission. In the last two months they have requested the commission to lower the fees for outside teams. The commission had been against it. She asked commissioners if they wished to review this again. She stated that we all voted to keep our fee structure as it is written. Township Committee would not accept changes if the commission constantly changing the fees. Every time fees change Township Committee needs to update with an ordinance and public hearing. She asked again if anyone wanted to review this topic again.

Chairperson Rispoli reminded everyone that if it were EHT teams then the field would be free. She reiterated that President Gillespie wanted to cut EHT residents. She asked the commission if they saw any validity in the letter in order to change anyone's mind on what they had voted on in the past. Vice Chairperson Warrell advised that the commission has already denied this.

Chairperson Rispoli asked for a motion to revisit this topic on field usage and fees for outside groups. No one responded. This topic died for lack of motion to revisit.

Tabled Matters

There were no tabled matters.

Public Comment

Public comment was opened again at 8:14 pm and closed at 8:15 pm as there was no one who wished to speak.

Deputy Mayor Pfrommer asked what guidelines came down today in reference to sports. Director Audet advised that the ban on sports and activities was lifted as of January 2nd. Indoor sports were listed as permissible with restrictions that only those necessary to the program are to be in the room/gym at the time and that inter-state competitions were still not to take place.

There were no other items to discuss and Commissioner Gras made a motion to adjourn

Adjournment

Motion	To adjourn the January 13, 2021 meeting of the Recreation Commission 8:15 pm Motion made by Commissioner Gras Seconded by Vice Chairperson Warrell
Vote	All voted in favor. Motion carried 7-0.

Minutes as heard by Dena Danz, EHT Recreation Program Manager.

Toni-Lynn Rispoli, Chairperson

Dena Danz, Recreation Program Manager
