



COUNTY OF DELAWARE  
GOVERNMENT CENTER BUILDING  
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COUNCIL  
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CHAIR

PARKS AND RECREATION  
ANNE P. STAUFFER  
INTERIM DIRECTOR

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VICE CHAIR

KEVIN M. MADDEN  
ELAINE PAUL SCHAEFER  
CHRISTINE A. REUTHER

Delaware County Park Board Meeting  
November 13, 2024  
12:00 p.m.

**Location: Hunt Club**

**Attendees:**

- **Board:** Kathy Lopez; Parker Snowe; Barron Lacy; John McMullan; Kelly Johnson; Mary Coniglio
- **Department of Parks and Recreation:** Anne Stauffer, Interim Director of Parks & Recreation; Beth Chapman, Marketing & Communications Manager
- **County:** Steven Beckley, Planning manager, Open Space and Trails; Karen Wilwol, Executive Director at Delaware County Conservation District
- **Not present:** Stephanie Gaboriault; Nicholas Hoyt; Trish McFarland
- Minutes by Carol Tustin
- **Call to Order:** 12:07 pm

**Meeting Minutes from September 11, 2024 were approved by the board.**

**Call to Order**..... Chair Kathy Lopez

- The meeting was called to order at 12:07pm by Kathy Lopez, Park Board Chair.

**Interim Directors report**..... Anne Stauffer

- Anne announced the addition of three new groundskeepers with one more opening to be filled to be at full staff at the Parks & Recreation Department.
- Anne provided an update on the Mineral Hill project. She mentioned the involvement of Studio Sustena Landscape Architects. The project includes design work for a trail and some survey work, funded by a county grant.
- John McMullan discussed the Millennium Trail in Middletown Township as far as foot traffic and usage and recent improvements by PECO to stabilize the trail from creek runoff.
- The Festival of Lights project is going up and almost completed. Please come to opening night on Thursday, December 5. This year we have sponsors. The vendors will have tents, there are no huts this year. We will also have food trucks on the same nights as the vendors. They will be there on December 5<sup>th</sup>, and then the weekends of

December 7-8 and December 14-15. Anne mentioned TD Bank's sponsorship of the Festival of Lights.

- We have recently had some events at the parks. The Master Gardeners had a garden dedication at the World War I memorial at Smedley Park. The garden featured native plants that will be red, white, and blue. The event included veterans and local media. There was a Halloween event held at the Briarcliffe building which included local businesses and township officials. They welcomed treat or treaters, and candy was distributed by the county.
- Anne introduced Sue, a member of the dog park at Kent Park, to discuss issues with the Key FOB system.

### **Old Business**

- The October visit for parks was to Delco Woods. Kelly said it was a very nice visit. The park has nice trails and mentions the stabilization project with the streams. We are applying for an LSA grant to look at topography and the planning of trails. This is a separate project. It is due in November and would be granted about a year later. It would start in 2026 if awarded.
- We are hoping to have the new name for Little Flower Manor by the spring.

### **New Business**

- Anne Stauffer announced the naming committee's recommendation for the Briarcliffe firehouse to be called the Common Space of Delaware County. The board discussed the history of the firehouse and the community centers potential for use for programming and hall rentals. It was suggested that the name "Common Space" missed an opportunity to include a local landmark like Poplar Avenue. The board voted to approve the name with the condition of revisiting the naming process in the future with involvement from the community.
- There are now two at-large positions for park board openings. Anne specified that the park board positions are open to anyone in the county. At-large positions are not for any specific geographic location. The board will also have the election of chair and co-chair in the new year.
- Anne introduced Sue, a member of the dog park at Kent Park, to discuss issues with the key FOB system.

### **Open Discussion and Public Comment**

- Sue explained the Key FOB issue at the dog park. The Key FOB / gate has been broken since early summer causing access problems. The gates will not open for members with their Key FOB. The dog park is well used. Anne mentioned that the contractor responsible for fixing the Key FOB system has missed two appointments. There was discussion about the mulch in the dog park, which used to be replaced twice a year and is only replaced once a year now and is not spread out evenly. Sue also highlighted the groundwater seepage issue in the park, which becomes dangerous in the winter. Maybe we could get an engineer from the Green Space task force to do

an existing conditions survey to study the Darby Creek Trail that gets washed out. Sue also asked about portable toilets. We mentioned that the used to have them, but that was stopped when one was thrown in the creek about 6 years ago. There was discussion about security cameras being installed.

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  - There is a need for a volunteer coordinator or manager to support friends groups and education programs. Parker Snowe suggested leveraging local colleges and universities for environmental education programs and internships. He suggested partnering with Haverford College for a summer internship program. He volunteered to be the liaison for this project with Haverford College. Anne Stauffer mentioned the potential for summer interns through the county and the need for consistent programming. The board discussed the potential for AmeriCorps programs and the importance of engaging local schools and community organizations in sustaining efforts.
  - The board discussed the need for more trees in Upland Park and the challenges of maintaining existing trees. A previous tree planting project in Upland Park was mentioned and that it is important to use the right tree species. The benefit of bare-root trees for planting was mentioned. We also need rules and regulations for trail maintenance.
  - The board agrees to solicit ideas for park visits and speakers for the next year/
- **Meeting adjourned: 1:15 pm**

Meetings:

January 10

March 13

May 8

July 10

September 11

November 13

Park Visits:

February 13 – Little Flower Manor

April 10 – Upland Park

June 12 – Pennock Woods and Shrigley Park

August 14 – Smedley Park

October 9 – Delco Woods

December 5 – Rose Tree Festival of Lights

