

## **Dog Park Advisory Board Meeting Notes** January 10, 2022 at 5:00 p.m.

The meeting was held in the Conference Room in the Activity Trailer.

**Attending:** Kathy Brown, Deb McComas, Donna Cawthorne, Warren Grant, Karen Sweeney, Caroline Brinker

**Guests:** N/A

**Election of Officers:** Karen Sweeney conducted the election of officers. The Board voted unanimously to appoint the following officers for 2022:

President: Kathy Brown

Vice President: Deb McComas

Secretary: Donna Cawthorne

Kathy Brown announced that Ryan Manion will serve as Board of Supervisors Liaison for 2022. We welcome her input and support.

Karen Sweeney turned the remainder of the meeting over to Kathy Brown.

**Meeting Notes** of November 1, 2021 were accepted and approved on a motion by Warren, seconded by Deb and passed by unanimous vote.

**Correspondence:** N/A

**Member Inquiries:** Karen reported that a request was received for temporary handicapped parking. The township is issuing temporary handicapped parking placards for six to eight weeks, renewable, upon receipt of a doctor's note.

**Incident Reports:** Karen updated the Board on an incident involving three owners and their dogs where one dog was targeting and harassing the other two during entry into the large dog area. All three owners did not handle the situation according to instruction received during the dog park orientation. Each was instructed on the correct entry method and warned that future incidents could result in suspension.

Karen introduced for Board review a sample Incident Report Form which can be filled out and submitted online, meant to replace and simplify the form currently in use, allowing instant intervention by the township when necessary. Kathy asked if all future incidents will be handled directly by the township or if the DPAB will continue to review and make recommendations in response to incidents. Karen responded that the proposed form simplifies and separates what requires immediate township intervention and what will be reviewed in a DPAB meeting. The subject will be on the agenda of the next meeting.

### **Projects / Events:**

**Dog Park Equipment Installation:** Kathy announced that an anonymous donor has offered to purchase canine play structures for two sections of the dog park. Kathy presented catalogue pictures of the equipment. Each structure would be installed on a canine artificial turf area and surrounded with composite timbers. On a motion by Warren, seconded by Donna and passed unanimously, the DPAB voted to recommend to the Board of Supervisors to move forward with the equipment acquisition and installation proposed by Kathy.

**Dog Park Online Orientation:** Kathy opened the discussion continued from previous meetings. The Board compared the benefits of in-person orientations with online orientations and plans to offer in-person orientations on a quarterly schedule, while online orientations would be available continually. The Board noted that in-person orientations have the benefit of allowing attendees to receive answers to any questions that come up during the orientation. Warren suggested that online orientation attendees could email questions that could be answered in a timely manner. The online orientation would have test questions placed periodically throughout the session that the person must answer correctly in order to complete the orientation. The Board decided to meet before the next DPAB meeting to further develop the online orientation, based on the draft developed by retired Board member Kristin McCoach.

**Special Events:** Kathy pointed out that 2022 marks the ten year anniversary of the opening of the Dog Park. The subject of a commemoration will be on the agenda of the next meeting.

**Planned Maintenance:** An email issued today notified dog park members that the sections have been rotated for the winter, and urged members to prevent their dogs from destroying the turf during wet or muddy conditions which would cause a delayed spring opening to allow the turf to recover.

**Dog Park Advisory Board Members:** The Board discussed seeking additional Board members. Caroline stated that the Borough consistently advertises for more members in its newsletters. Karen stated that a request for volunteers will continue to be included in the coming quarterly issues of Bark Bytes.

**Orientations:**

**Thursday, March 3 at 6:45 p.m.:** Kathy, Andy, Donna

**Saturday, April 9 at 2:00 p.m.:** Kathy, Warren, Donna

**Saturday, May 7 at 4:00 p.m.:** To be determined

**Tuesday, May 31 at 6:45 p.m.:** To be determined

**Adjournment:** On a motion by Warren, seconded by Deb and approved by the Board, the meeting was adjourned at 6:35 p.m.