CREEKSIDE PARK BOARD

Factoryville Borough & Clinton Township Joint Municipal Board

August 3rd 2026

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MEETING MINUTES
August 3, 2026
Board Members
Colin Fricke
Therese Chamberlin
Kimberly Gallagher
Christina Ng
Ashley Brzoska
Janine Fortney
Bridget Staffaroni
Charles Truitt

1. Call to Order
The meeting was called to order at 6:35 PM.

2. Attendance
Present:

- Colin Fricke
- Therese Chamberlin
- Charles Truitt
- Ashley Brzoska, via phone
- Janine Fortney

3. Guests/Public Comments
No comments noted.

4. Old Business
4.1 Approval of Previous Meeting Minutes
Approval was pending corrections to the meeting date and Section 5.2, changing "bocce ball court" to "gaga pit."
Therese made a motion to approve the minutes with the noted corrections. Chuck seconded the motion. Motion carried.

4.2 Bills
Chuck made a motion to approve the bills. Therese seconded the motion. All in favor. Motion carried.

4.3 Financial and Budget Committee Reports
The park received approximately $1,500 in rental revenue this summer.

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The park is currently operating at a deficit due to recent purchases, including mulch, gutters, and picnic tables.

5. New Business

5.1 PTO Foam Guy Request

Members determined that additional information regarding the foam activity and park requirements is needed before a vote can take place.

5.2 Approval for Trail Youth Soccer Park Usage

Janine made a motion to approve Trail Youth Soccer's use of the park. Chuck seconded the motion. Motion carried.

5.3 Shed Discussion and Vote

The shed previously selected would require a concrete floor.

Members discussed the following options:

1. Purchase the selected shed and concrete for an additional cost of approximately $1,300, with installation to take place when Jimmy G. and Donnie C. are available.
2. Research and purchase a different shed that would not require a concrete floor.

Members voted to authorize an additional $2,000 in spending for the shed project.

Ashley made a motion to approve the additional spending. Chuck seconded the motion. Motion carried.

5.4 Park Signage

Colin reported that the large sign at the park entrance is nylon and cannot be painted. The sign will need to be replaced.

Further discussion was tabled until a later date.

5.5 Staining Picnic Tables

Chuck followed up regarding the stain for the picnic tables.

Additional supplies will be needed, including brushes, rollers, and drop cloths.

The board will follow up with Christina to determine whether volunteers may be available to assist with the project sometime in September.

5.6 New American Flag

The board was informed that a new American flag is needed. The previous flag was purchased in 2022.

Shannon, Borough Manager, reported that she located a replacement flag for $73 plus shipping.

Therese made a motion to approve the purchase. Ashley seconded the motion. All in favor. Motion carried.

5.7 Borough/Township Meeting Regarding the Trail Project

Board members who are available were encouraged to attend the Borough/Township meeting regarding the Trail Project.

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The meeting will be held at Clinton Township Building on Tuesday, August 4, 2026, at 6:00 PM. Atlas Engineering will provide updates regarding the project and current expenses.

6. Next Meeting

Due to the Labor Day holiday, the next meeting will be held on **September 14, 2026, at 6:30 PM.**

7. Adjournment

Chuck made a motion to adjourn. Therese seconded the motion. All in favor. Motion carried.