

CREEKSIDE PARK BOARD

Factoryville Borough & Clinton Township Joint Municipal Board

MINUTES

October 6, 2025

Board Members

Present: Colin Fricke
Charles Truitt
Janine Fortney
Therese Chamberlin
Kimberly Gallagher
Ashley Brzoska

Absent: Christina Joyce
Bridget Staffaroni

Quorum was established.

1. Call to order at 6:37pm followed by Pledge of Allegiance
2. Attendance by Roll Call
3. Guests/Public Comments - None present.
4. Old Business:
 - 4.1. Approve minutes from previous meeting - Motion made by Kimberly to approve; seconded by Janine. Motion carried.
 - 4.2. Bills - Motion to approve payment of bills, as reviewed by Colin, made by Charles; seconded by Ashley. Motion carried.
 - 4.3. Financial and Budget Committee Reports - Financial reports as dispersed via email were briefly reviewed by Colin. Roughly \$4,400 is left from ARPA funds that needs to be utilized before the end of this year.
 - 4.4. Appliances - Colin will forward the information for two (2) top-freezer refrigerators to Shannon for purchase with the borough credit card (will come from ARPA funds, as previously voted on and approved).
 - 4.5. Picnic Table Protection - The Board discussed purchasing the stain and supplies to apply it now and properly storing the supplies until Spring. Actual staining of the picnic tables will be planned during Spring to allow further curing of the wood until then. Brief discussion occurred on holding a Spring clean up day that the application could possibly be completed. Colin will forward the information on purchase of stain/supplies to Shannon in order for her to purchase them. Discussion of purchasing ten (10) picnic tables in order to replace worn and deteriorating ones currently at the park. Board members agreed ordering from Lowe's, delivered and assembled as was previously done earlier this year seems to be the best option.

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- 4.5.1. Motion to purchase ten (10) picnic tables made by Charles; seconded by Janine. Motion carried.
- 4.5.2. Motion to purchase stain and application supplies for treatment of picnic tables, up to \$500, made by Charles, seconded by Ashley. Motion carried.
5. New Business
 - 5.1. Butterfly Garden - The Board agreed to table this matter, since we have some time to plan this.
 - 5.2. Shed Purchase - Since there will not be enough ARPA funds remaining to purchase a shed, the Board agreed to table further discussion of the purchase of a shed for now.
 - 5.3. Usage Permit for Soccer League - It was agreed by the Board that no discussion on this matter is needed at this time. Should the matter arise in the future, the Board will address at that time.
 - 5.4. Disc Golf Map - The Men's Civic League will be providing the Disc Golf Maps for on-site install. Further discussion on this matter is being tabled until an update can be obtained from the Men's Civic League.
 - 5.5. Trail Rotary - Janine has been talking with Rebecca Aten from the Rotary club and they have expressed interest in helping us move forward with installing a bandshell. Janine will invite Rebecca Aten to the November meeting to further discuss how the Trail Rotary Club can assist in the build of a bandshell.
 - 5.6. Time allowed for further expenditure of the ARPA funds: Board members discussed getting gutters for the original pavilion. Janine has a couple contacts she will inquire with first in order to get an estimate. Motion to spend up to \$1,500 to clean, replace and add gutter guards to original pavilion made by Janine, seconded by Kimberly. Motion carried.
6. Next meeting date: November 3, 2025 at 6:30 pm
7. Adjournment at 7:37pm; Motion made by Ashley; seconded by Charles. Motion carried.

Respectfully submitted,

Ashley Brzoska

Secretary