Patton Borough
Park Commission Agenda
April 7, 2026, at 7Pm
Patton Borough Council Chambers
800 Fourth Avenue, Patton, PA 16668

Call Meeting to Order at 7 PM
Recite Pledge of Allegiance
Attendance of Present:

(*Note: Items on AGENDA may require further action/approval by Patton Borough Council to Ratify)*

Public Comment/Guest: David O'Hara - Pickleball **-** Portable sets

Anticipated MOTION by _____, second by _____ to approve _____ (if needed)

(Note: Time Is Limited to Three Minutes Per Group or Organization)

Permits and Other Requests:

Cambria Heights Synergy: Cambria Height Synergy will be using the Band Shelter in the Park on May 21, 2026, from 6 PM to 9 PM. Approval was given and Certificate of Liability Insurance was received. The Boosters are doing a potluck in Pavilion #7 therefore the Park Secretary did not approach Taylor Ann's Deli. A note has already been prepared for the Park Ranger to turn on electricity to Pavilion #7 and the band shelter by the 21st.

Cambria Height Field Trip: May 7, 2026: On their way, the class would like to stop at the Park to eat under a pavilion. The class realizes that the park is not open, but it is a public park. The school would just like to know if either of the bathrooms will be open. Cambria Height has done this in past years but was unsure this year due to the Park Ranger retiring. Motion for the Park Secretary to have the bathrooms opened for May 7, 2026.

Anticipated MOTION by _____, second by _____ to approve the Park Secretary to have the bathrooms opened on May 7, 2026.

Administration: Approval of Minutes:

Anticipated MOTION by _____, second by _____ to accept the March 12, 2026, Meeting Minutes.

Treasurer's Report: Distribute and Discuss:

Anticipated MOTION by _____, second by _____ to accept the Treasurer's Report.

Fundraisers:

Administration: Establish a clear list of all Park fundraisers/events and the dates for the year, realizing that some events should be listed as tentative until details are finalized. Once established, it can be advertised on social media making it easier to for people to apply and put it on their calendars.

Anticipated Discussion: Every vendor on Borough property must provide a Certificate of Liability Insurance. Please see handout of "Thimble" instructions that the Park suggested last year. Is the Park going to handout the information to vendor's again or raise the vendor fee to include the insurance. A Motion needs to be made to confirm the rate for the vendor spots and food truck spots for 2026 season.

Anticipated MOTION by _____, second by _____ to approve _____ rate for the vendor spots and _____ rate for the food truck spots for 2026 season.

Fundraisers:

Quick Cash Ticket:

Anticipated Discussion: Update: American Legion raffle ticket, sold by 2 lottery numbers; tickets $10 with 4 prizes (1-$1,000, 1-$500, 2-$250). Assign tasks... ticket design, order, distribution, etc. If all information has been collected, make a motion to have this fundraiser. Suggested places to sale tickets; Yard sales, BiLo, etc.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Patton Fire Company #1 Labor Day Event/Basket Auction:

Anticipated Discussion: A Motion was made on March 12, 2026, that the Park will again offer this event, contingent upon receiving a copy of the Certificate of Liability Insurance for the Patton Fire Company #1 and their vendors. The Fire Company #1 are reserving the Grounds, Pavilion #1, #7, and Bandshell. Pavilion #3 will hold the Park's annual basket auction. Assign tasks or tabled for later in the season.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Fall Festival in the Park: October 10, 2026. Again, this year, the Park would have multiple food truck vendors, pumpkin decorating, and possible inflatables. A Motion needs to be made to confirm this event for 2026 which then the Park can assign tasks or tabled for later in the season.

Anticipated MOTION by _____, second by _____ to confirm this event for 2026.

Haunting in the Park: October 30th/31st, 2026. Again, this year, the Park would do a kid's night with trunk & treat then an adult night on the 31st. A Motion needs to be made to confirm this event for 2026 which then the Park can assign tasks or tabled for later in the season.

Anticipated MOTION by _____, second by _____ to confirm this event for 2026.

Future Fundraisers:

Excise Distillery: Update: A MOTION of approval was given to Member A. Owens/A. Stock to contact and do flyer, etc. (Nov. 2025). The Members did reach out but did not get a response. With the lapse in time, there is a chance the Distillery just moved on to another business. Do not remove from the fundraiser's session, President A. Owens and Member A. Stock would like to follow up and attempt again. **Update.**

Raffle Plane Ride: Member T. Lechene's brother, sponsored by the Fraternal Order of Police. **Anticipated Discussion:** Tabled from November's meeting by Member T. Lechene. **Clarification:** Sponsored by the Fraternal Order of Police. Meaning the Fraternal Order of Police handles all details; Money collected goes to the Fraternal Order of Police. If they chose to, then it would be donated back to the Park. Tabled due until Vice President T. Lechene is available.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

2026 Acoustic Wine Festival:

Anticipated Discussion: August 1st at Memorial Field, $25 a ticket. Due to lack of electrical service, the Members would ask for only acoustic acts and wine tasting, wine trucks, etc. could all use generators... possible vendors, if so, set a rate. Would need to investigate tent rentals, wrist bands, and security for the gate. The Borough's insurance company will provide liability insurance for this event with an additional $250.00 insurance fee. The Patton Fire Co. #1 has not responded to the Park's proposal at this time.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

90's Woodstock in the Park:

Anticipated Discussion: Late August (end of summer) over 21-year-old event at the Park. Would need to investigate temporary fencing for the alcohol that runs out from the building, around Pavilion #1, and back. Possible "Toys for Tots" box at entrance. All ages would be welcome to come for the concert but will need wrist bands and security for the beer fenced in area... may also need to investigate tents. Possible vendors... Cost of Tickets... Set rates. Research needed. The Borough's insurance company will provide liability insurance for this event with an additional $250.00 insurance fee. The Patton Fire Co. #1 has not responded to the Park's proposal at this time.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Tee Shirt Campaign:
Anticipated Discussion: Options

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Renovations at the Park:
Update on Renovation List: Anticipated Discussion: Discuss tiered sponsorship.

Pavilions: Update.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Sidewalks, Pavilion Floors, Steps at the Gazebo: Update.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Picnic Tables: Update.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Grills: Update.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Benches: Due to Ethics and a conflict of interest, Member J. McConnell is stepping back from making the benches. Does anyone know someone who would like to bid on making benches to sale.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Electrical Boxes: A Motion was made for the Muffie Family to get a quote for supplies together to stone wash and paint the electrical boxes. Any more information?

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Train Project: Update: Council Member E. Link would like to be involved in this and possibly the McConnell brothers.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Additional Signage: "Enter at your own Risk Signs" - After speaking with the Borough's insurance company, additional signage will not lower our premiums. It may help lower risks, but not necessary.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Pool:
Administration:
Anticipated Discussion: Pavilion rate, pool rates, and season passes were set. Pool hours need to be set. Open, close, operation days of the week, etc. Once all information, lifeguard hires, and pool opening is starting to take place, the Park can start a count down on social media.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Dollar Days/Train/Phone Calls:
Anticipated Discussion: Is the Park still going to offer this? In 2025, it was Wednesdays at the rate of $3.00. Raise to $4.00? Public suggestion: Include in dollar days for season pass holders, bring a buddy for free or a reduced price ($2.00). If the Park gets the train running this year, is the rate still going to be $1.00? Raise to $2.00? Phone Calls in 2025 were .50, Raise to $1.00?

Anticipated MOTION by _____, second by _____ to approve _____ rate for Dollar Days, _____ rate for bring a buddy for season pass holders, _____ rate for the train, and _____ rate for phone calls for 2026.

Anticipated Discussion: Cambria Heights Career Fair – Wednesday, April 22, 2026, 8:30 am to 12:45 pm. A Motion was made for the Park Secretary to attend as a representative of the Park. The Park currently has 4 applications on hand and 9 previous Lifeguard who would like to return. Do you still want the Park Secretary to attend the Job Fair?

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Updating Policies:
Underage children must be accompanied by an adult:
Anticipated Discussion: Set a policy that no children under (a certain age to be decided) are permitted without an adult or proper supervision. Assign who will draft a policy, make signs, hang in building, and announce on Facebook.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Anticipated Discussion: Pass the rope rule.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed).

Laminated Id Cards:
Anticipated Discussion: The Commission had several ideas from last meeting. A scanner system with little laminated bar-coded tags (like the grocery store), a QR code system, or a pin # system (like the schools have). The Members would like a $5 charge offered for replacement of laminated cards. The Park Secretary could do a printable Excel spreadsheet and provide the pool with a copy. Please see the example in the binder with laminated pin # cards.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Pool:
List of Pre-Maintenance: Anticipated Discussion:

- **Anticipated Discussion:** Julio's Lawn Care has spoken to Gilky Pools (Kevin) and has set up for them to look at the pool on Saturday April 11, 2026. Motion if the Park needs to call them ahead of time and/or who will be meeting with them.
- **Information:** Cleaning of the pool and fill date. Julio's Lawn Care is getting a quote together. The Borough has 3 trash pumps the Park can borrow.
- **Information:** The Pool Hose, Test Kits, Gloves, Masks, and Computer Monitor were ordered by the Park Secretary. They are currently in the Borough building stairway.
- **Information:** Gittings Security has checked on six (6) cameras on April 6, 2026, three (3) are still out. The cameras not working were shut off when power was shut off at the Halloween event. Gittings will reschedule with the Park Ranger later in spring to figure out which switches are the correct ones and label them.
- Supplies needed (Cleaning, Toiletries)?
- Leftover chemicals at the sewer plant and need to be checked to see if they need ordered.

- AED Defibrillator/Cash Register/Laptop/Etc. all working from winter? Supplies (Register tape, etc.)
- Sound System. Not sure if the problem is the system or just the speakers. Update

Assign tasks... make a motion(s) if needed.

Anticipated MOTION by _____, second by _____ to approve _____ _____ (if needed).

Anticipated MOTION by _____, second by _____ to approve _____ _____ (if needed).

Anticipated MOTION by _____, second by _____ to approve _____ _____ (if needed).

Lifeguards:
Anticipated Discussion: Assign who will be looking over the personnel files, making phone calls, interviewing, providing the final list for the Park Secretary to add to the Council Agenda for hiring. (Executive Session if the Commission would like to discuss the lifeguards personally).

Anticipated MOTION by _____, second by _____ to approve _____ to look over lifeguard personnel files, make phone calls, set up interviews, and potentially hire (Council approval required).

Lifeguard Raises:
Anticipated Discussion: Delgrosso's offers $14.50 an hour to guard five (5) different pools. Currently the Park Manager receives $12 an hour, and the Lifeguards receive $10 an hour. A Motion will need to be made on agreed upon rates for the Manager, new lifeguards, and returning lifeguards for the Park Secretary to put on the Council Agenda for approval.

Anticipated MOTION by _____, second by _____ to approve to set the Manager pay rate to $ _____ an hour contingent on the Council's approval.

Anticipated MOTION by _____, second by _____ to approve to set the Lifeguards pay rate to $ ____ an hour contingent on the Council's approval.

Anticipated MOTION by _____, second by _____ to approve to set the returning lifeguards pay rate to $ _____ an hour contingent on the Council's approval.

Lifeguard Reimbursement for Certifications:
Anticipated Discussion: Commission Members would like to discuss partial payments per year for two (2) years and/or require ____ number of hours worked to get reimbursed. A policy will need to be agreed upon for the Park Secretary to put on the Council Agenda for approval.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Swim Lessons:
Anticipated Discussion: Previously the Commission stated it would depend on the number of Managers, Lifeguards, etc. President A. Owens looked online and stated that there should be one (1) Lifeguard to every 20 people. The actual Pennsylvania law (28Pa. Code 18.42) states two lifeguards minimum at all times for a public pool. Also, two (2) lifeguards for the first 8,000 square feet and then one (1) additional lifeguard for the remaining 1,000 square feet. Because the pool is 11,531 sq ft, the Park is looking at 5 to 6 lifeguards if a portion of the pool is not roped off. Please see handout.
Suggestion: Pay for two (2) Weeks – Mondays, Wednesdays, and Fridays – one (1) Hour (10:45am-11:45am or 6:15pm to 7:15pm) for $40.00 (no matter how many classes you show up for) or pay per class for $7.00.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Aqua Zumba:
Information: Motion was made at March 12, 2026 meeting for the Dance Den to offer classes again this year contingent on receiving their Certificate of Liability Insurance and a general waiver for all the participants to sign saying "the class is offered and liability insurance is provided by The Dance Den" along with a short agreement with the Borough for a percentage of the profits. The Solicitor and Dance Den are currently reviewing the agreement and waivers.

2026 After hours pool parties:
Anticipated Discussion: The Park would like to still offer them (previously 6 PM to 9 PM) depending on the extension/reduction of pool hours and number of lifeguards available. The Pennsylvania law (28Pa. Code 18.42) states two lifeguards minimum always for a public pool. Also, two lifeguards for the first 8,000 square feet and then one additional lifeguard for the remaining 1,000 square feet. Because the pool is 11,531 sq ft, the Park is looking at 5 to 6 lifeguards if a portion of the pool is not roped off. Discussed changing to an hourly rate ($100), 2 hours – 1 ¾ ($175) the rate, 3 hours – 2 ¼ ($225) the rate. Also discussed offering catering packages. Example: Pizza, chips, and a drink for $... extra. Cake/Ice Cream cake for $... (Ken's BiLo). The customer takes home the leftovers. Any other ideas or the Park can make a motion to set the rate so the Park Secretary can put that rate on the Council Agenda for approval.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

<u>Concession Stand:</u>
Anticipated Discussion: Update: A Motion was made to have Member J. McConnell contact C. Couturiaux for a quote to look over the hot water tank, pipes, & bathrooms.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

License:
Anticipated Discussion: 2026 Renewed Retail Food Facility License on 3/9/26 and received. Member(s) K. Hudson, A. Stock, and Council Member A. Zungali all have their Safe Service Licenses. The Park Concession stand licensed properly to sell whatever the Park would like as long as a Safe Service license is in place. Any product that is prepackaged or a microwavable food, bottled drinks, etc. will only need to have inventory records. When the Concession stand starts selling prepared foods like hot dogs on the rollers, etc., not only do inventory records need to be kept, but also temperature records and waste records. Suggestion is to sale foods/drinks rounded to the nearest $1.00 since it maybe the lifeguards working in the concession stand. Motions needed for any decisions made.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Food Trucks:
Anticipated Discussion: No update **-** Solicitor is still working on this paperwork for the Council meeting on April 14, 2026.

Spotlight Saturday:
Anticipated Discussion: Spotlight local pizza shops and sale pizza by the slice. Advertise or send letters to local shops. Renting space or Concession stand? Percentage of profits? Last day of school is May 27th, therefore 15 Saturdays/15 Sundays to the season.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

<u>Other General Park and Pool Matters:</u>
Park entrance sign at 1st and Magee:
Information: As of the last weekend in March, the sign was installed.

Keys:
Information: The Park Secretary has two (2) Dog station keys, seven (7) Chlorination Building keys (New keys), three (3) Bathhouse/Concession keys (New keys), one (1) Bathhouse gate keys, and one (1) Toilet/Paper Towel dispenser keys. Any other keys Park Members have will need to be given to the Park Secretary for copying. Assign who needs keys and/or a sign out policy.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Park Ranger:
Anticipated Discussion: The Park Ranger has informed the Borough Office (3/24/26) that he will be retiring and will not be coming back as the Park Ranger, but he has offered to come back to help guide someone into the job. The Park Ranger normally starts the week of April 15th. It has been advertised on Facebook and Website on 3-19-26. Currently, the Borough has 1 application that the insurance company has approved, tentatively Council will start interviewing on April 8, 2026. **Reminder:** Electrical Inspection is scheduled for May 2026. The inspector will call at the end of April to schedule with the Park Ranger to let him in. A Motion will need made for someone to meet with the inspector if a Park Ranger is not hired. (Executive Session if needed)

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Spring Cleanup in the Park: Cambria Heights High School has contacted the Borough office, letting the Park know that they are scheduled for April 21, 2026 (starting at 8-8:15), with a rain date of April 23, 2026. If this is a problem, please contact Michelle Schirf. Motion who will be meeting up with the school and if there will be a list of things that can be or needs done; normally the Park Ranger would meet. Bathrooms will need opened.

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Wooded area between Park and School District Lane: Pile of Debris: A motion was made (Nov 2025) for Member A. Stock to have a friend collect the debris and remove it. It was confirmed by Member J. McConnell that some of the Debris was still there. Member A. Stock planned to have someone come out to collect the rest in the next coming week. **Update**

Anticipated MOTION by _____, second by _____ to approve _____
_____ (if needed)

Memorial Field:
Information: The Patton Fire Company #1 is looking to using the field on June 6th for their gun raffle event. The Borough office is still waiting on receipt of their Certificate of Liability Insurance for that day.

Information: The Borough has entered into an agreement with Darin Merrill, Patton Youth Association, for use of the Memorial Field facilities. His group will be using the field from April 2026 to July 31, 2026. Offering to do clean up and regular maintenance of that side of the field, then cutting the front side of the grass monthly. This is all contingent on Certificate of Liability Insurance,

execution of agreement which includes insurance waivers etc. with the Borough. The field will be unavailable for any Park use/event until after July 31, 2026.

<u>Executive Session</u>: **Personnel Matters**

Anticipated MOTION was made by _____ and second by _____ to _____ _____ related to personnel matters.

Anticipated MOTION was made by _____ and second by _____ to _____ _____ related to personnel matters.

Anticipated MOTION was made by _____ and second by _____ to _____ _____ related to personnel matters.

A MOTION was made by Council Member _____, seconded by Council Member _____ to Adjourn.

Meeting adjourned at _____.

SUMMARY OF CONSIDERATION OF ANY MOTION(S) TO AMEND AGENDA SHOULD THE NEED ARISE DURING THE MEETING BUT BEFORE THE ADJOURMENT*.: Announce the reasons for the change at the beginning before the vote is conducted. 2. Need Motion by Council Member ___and Second by Council Member ____ to amend the Agenda to discuss (new topic).*
*A majority vote of those present and voting must approve the Motion to Amend Agenda. (Call for vote) List (*Yes*/ Nays) Call for Public Comment on the newly added motion prior to addressing the new motion.*
Motion by Council Member _____and Second by Council Member ____ on (insert new topic) _____
Note: A.) The meeting minutes shall state (1) the substance of the matter added, (2) the vote, and (3) the reason for the amendment/addition. B.) Following the meeting (no later than the first business day after the meeting), Patton Borough Council shall post the amended agenda (1) on www.pattonboro.com and (2) at the Patton Borough Office