

**APPROVED MINUTES**  
**Tuscarora Township Parks Commission**  
**Regular Meeting March 04, 2025 6:00 p.m.**

The meeting was called to order at 1800 Hours.

Board members present were, Beth Henderson, Gayle Hall, Allen Maves, Stacey Cole and Andrew Cole and Patrick McGinnis.

Parks Superintendent Doug Schofield was also present.

Board Members absent: None.

The Parks Commission have a quorum.

There were no Public Comments on Agenda Items.

A motion to approve the Agenda was made by Patrick McGinnis and seconded by Allen Maves. All members present voted in favor.

A motion to approve the Minutes for February 20, 2025, with a correction to the spelling of "Awakon" and adding yearly boat launch passes to the permission of ordering new envelopes for the boat launch was made by Stacey Cole and seconded by Gayle Hall. All members present voted in favor.

A motion to pay the bills was made by Patrick McGinnis and seconded by Allen Maves. All members present voted in favor.

A discussion was held on a new tracking system for paying bills. Stacey Cole showed the members of the Parks Commission a spread sheet for tracking bills and Beth Henderson show a tracking form used by the Library.

A motion to adopt the spread sheet and order the new bill tracking form was made by Stacey Cole and seconded by Allen Maves. All members present voted in favor.

Parks Maintenance Supervisor Doug Schofield gave an update on the basketball court and new scoreboards for the ball fields at cooperation park. Doug recommended that he would check with Elmer's Construction and get their recommendation. The board agreed to this course of action.

A discussion was held about looking into using "QR Codes" for collecting boat launch fees. Patrick McGinnis said he would look into what was needed and report back.

A discussion was held on the requirements for a new restroom facilities at DeVoe Beach. Dough Schofield will work on a material list and cost.

A discussion was held concerning the sidewalk and stairs connecting the public dock with River Street. The Inn Between has agreed to replacing the sidewalk when they have their sidewalk work done.

A discussion was held on purchasing Shirts for the park employees. Beth Henderson submitted cost for shirts. Stacey Cole made a motion to purchase the shirts and Gayle Hall second the motion. All members present voted in favor.

Beth Henderson said she was going to ask Big Bear Adventure and Nor' East Outdoors to notify her via e-mail of group size when using parks facilities. This will help the Parks Commission to keep track of Parks usage.

A discussion was conducted concerning the replacements of the Veterans Bricks at Veterans Pier. It was decided that the commission would look into best options available.

No Parks commissioners were able to attend the NELA Catalyst meeting because of weather conditions.

It was decided to have Doug to start keeping track of the division of employees time on Parks and Township work in separate time sheets. This will help to have a better understanding of costs should be accounted for and charged.

There were two Public Comments made. One concerning who pays the cost of replacing the bricks at Veterans Pier. The second concerning travel Baseball and if anyone has contacted the Parks Commission Yet. No one has.

Board Comments. Beth Henderson congratulated Andrew Cole for winning the "Mock Trial" competition and moving on in the "Robotic Competition".

A Motion to adjourn was made by Patrick McGinnis and seconded by Gayle Hall. All members voted in favor.

The meeting was adjourned at 1930 Hours.