



PARKS COMMISSION AGENDA

**Tuesday, January 10, 2023
5:30 PM**

1. Approval of Minutes for November 1, 2022
2. Project Updates:
 - a) Henry Park Basketball Courts Lighting Project
 - b) Stephen Decatur Park Comfort Station project update
3. Just Walk Worcester Upcoming Event/Activity Dates
 - a) February 18-19, 2023, 8 AM – 8 PM: Go Red Walk Scavenger Hunt
4. Other
 - a) AED at Park locations
 - b) Pickleball Court addition (potential site location at Stephen Decatur Park)

Upcoming Meeting/Event Schedule:

Tuesday, March 7, 2023 - Meeting

Tuesday, May 2, 2023 - Meeting

Saturday, May 6, 2023, 9:00 AM – Spring Walk

Tuesday, July 11, 2023 (changed due to July 4 holiday) - Meeting

Tuesday, August 1, 2023 – National Night Out

Tuesday, September 5, 2023 - Meeting

Friday, November 3, 2023, 5:30 PM – Fall Glow Walk

Tuesday, November 7, 2023 – Meeting

**Berlin Town Hall, 10 William Street, Berlin, MD 21811
2nd Floor Conference Room
410-641-4314 for more information**

Parks Commission
Meeting Minutes
Tuesday, November 1, 2022

5:30 PM REGULAR SESSION – Berlin Town Hall Conference Room

Commission Members Present: Chair Mike Wiley, Patricia Dufendach, Sarah Hooper, Bruce Hyder

Absent: Laura Stearns

Staff Present: Town Administrator Mary Bohlen

Others Present: Former Town of Berlin Mayor Gee Williams (as press)

This meeting was also broadcast live via Facebook and was called to order by Town Administrator Mary Bohlen at approximately 5:30 PM.

Ms. Hooper moved to approve the Minutes of the September 6, 2022, meeting. Ms. Dufendach seconded, and approval was unanimous.

Ms. Bohlen reviewed the details of the upcoming Glow Walk. She explained the event would be held on Friday, November 4, 2022, at Stephen Decatur Park. She said set up would begin at 4:30 PM and registration opens at 5 PM, at which time glow sticks and raffle tickets would be provided; She indicated the walk starts at 5:30 PM. She noted she is still in need of one volunteer and stated the Health Department would be in attendance to promote the Just Walk initiative. Ms. Bohlen clarified the event time had shifted this year to help improve the glow effect of the walk. Ms. Hooper asked when Daylight Savings Time begins. Ms. Bohlen confirmed it begins the following weekend. Mr. Williams asked if the walk would be throughout Stephen Decatur Park. Ms. Bohlen said no, they stay out of the park because it gets too dark. She added the course would run up Williams and Main Streets, down to Worcester Prep, and back. Ms. Dufendach asked if a map would be printed. Ms. Bohlen said yes, adding participants will also be able to scan a QR code to access the map electronically. Ms. Dufendach asked to confirm if the walk was part of the Just Walk initiative. Ms. Bohlen confirmed. Ms. Hooper asked how long the walk takes. Ms. Bohlen said roughly one hour.

Ms. Bohlen distributed a handout listing upcoming Just Walk events during the Winter months. She indicated the Scavenger Hunt and Walk originally scheduled for October was canceled due to Hurricane Ian. She explained the event is rescheduled for November 12th and 13th, 2022. Mr. Williams requested a copy of the handout. Ms. Bohlen continued to review the upcoming events, highlighting the 12 Days of Just Walk and Wellness from December 5th through December 17th, 2022, which runs from 8 AM to 8 PM. Ms. Bohlen added all events being discussed are self-guided walks. She stated the Go Red Walk Scavenger Hunt will be held on February 18th and 19th, 2023 from 8 AM to 8 PM. Ms. Bohlen stated the events take place at several parks throughout the county, adding that Stephen Decatur Park is one of them.

Discussion regarding the Stephen Decatur Park Comfort Station followed. Ms. Bohlen explained all prices they got back on the project bids were not doable with the grant funds received. She added bidders were informed the Town of Berlin will not be moving forward at this time. Ms. Bohlen stated other grant options are being explored for the project. Mr. Hyder asked if the bidders were local contractors in the community; Ms. Bohlen said as she can recall, some were and some were not. Mr. Williams asked what the Town budgeted for. Ms. Bohlen said the Town submitted the Community Parks and Playground grant application in the Summer of 2020 and received notification in the Spring of 2021. She said this was during the period prices started to increase, adding the engineers tried to cut down costs as much as possible while maintaining a decent product. Ms. Bohlen said the project

will be revisited in the future. Mr. Hyder asked to confirm if the grant received was from the State; Ms. Bohlen confirmed. Mr. Hyder asked if there were any funds available through the County. Ms. Bohlen said it is a possibility, however, what may be available would not be enough to make a difference at this time. She said an alternative may be to consider reapplying for the Community Parks and Playground grant for the balance of the project. Ms. Dufendach asked if the grant funds are federal funds issued to the State; Ms. Bohlen said she does not believe so.

Ms. Bohlen said the Kenwood Court resident who had contacted her regarding replanting arborvitae to replace dead trees removed from Decatur Park is in touch with Public Works Supervisor Jimmy Charles. She noted the basketball court lights are scheduled to be delivered to Henry Park on December 12th, adding that Electric Utility Director Tim Lawrence indicated it should take approximately thirty days to install, but the timeline is weather permitting. Ms. Dufendach said she is grateful to all Town employees that put efforts into seeing the plans through.

Mr. Wiley stated the Church Mouse will be purchasing native species to be planted behind St. Paul's Episcopal cemetery across from the ditch to the park. Mr. Wiley asked to confirm what is planted in the park must be of a native species. Ms. Bohlen confirmed and asked if trees will be included; Mr. Wiley indicated he believes it will be plants. Ms. Bohlen asked if the planting would take place on Church property. Mr. Wiley confirmed. Ms. Dufendach said she thinks this will slow down erosion in a beautiful way.

Mr. Wiley said he believes prep has started for the mural at Burbage Park; Ms. Bohlen confirmed and added power washing has begun. Ms. Dufendach asked if they will be presenting a picture of the mural; Ms. Bohlen said it was presented at the last Mayor and Council meeting. During the discussion, Ms. Bohlen noted that the mural was on the Power Plant building and not actually part of Burbage Park. Ms. Bohlen stated the gazebo has been delivered and the brick-etching has started but added she did not know the status of the equipment library. Ms. Dufendach said she believes they have it, but it is not installed. Ms. Bohlen shared she hopes it stays stocked. Ms. Dufendach suggested that it may be something the community could contribute to; She then made a motion to implement a storage option at the parks so equipment can be stored. Mr. Hyder seconded the motion

Mr. Wiley moved to adjourn the meeting; Ms. Dufendach seconded, and the meeting adjourned at approximately 5:50 PM.

Respectfully Submitted,

Kate Daub

Kate Daub
Administrative Assistant



ORDINANCE 2023-01

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN, MARYLAND, A MARYLAND MUNICIPAL CORPORATION, AMENDING CHAPTER 22, PARKS AND RECREATION, ARTICLE III, SECTION 22-48, HOURS AND SECTION 22-49, RULES AND REGULATIONS.

BE IT ENACTED BY THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN THAT CHAPTER 22, ARTICLE III, SECTIONS 22-48 AND 22-49 BE AMENDED AS FOLLOWS:

Sec. 22-48. - Hours.

The public parks in the town shall not be occupied, except as hereinafter set forth, between the hours of one-half hour after sundown to one-half hour before sunrise in each day. **THE SPECIFIC FACILITIES NAMED BELOW SHALL BE PERMITTED TO BE IN USE AFTER SUNDOWN AS SPECIFIED:**

- (1) The lighted tennis courts and handball courts located in the Stephen Decatur Park shall be permitted to be used after sunset up to ~~and including the hour of 11:00 p.m.~~ Any play on said courts after ~~the hour of 11:00 p.m.~~ and prior to sunrise shall be prohibited.
- (2) **THE BASKETBALL COURTS LOCATED IN THE DR. WILLIAM HENRY PARK SHALL BE PERMITTED TO BE USED AFTER SUNSET UP TO _____ PM. ANY PLAY ON SAID COURTS AFTER _____ PM AND PRIOR TO SUNRISE SHALL BE PROHIBITED**

Sec. 22-49. - Rules and regulations.

The rules and regulations for the use of the parks are as set forth herein:

- (1) The washing, waxing, cleaning or repairing of any type of motor vehicle shall be prohibited in the parks.
- (2) The operation and/or parking of unauthorized motor vehicles as defined herein in any area of the parks not designated as a parking area or otherwise authorized by the police department of the town or its authorized agent shall be prohibited.
- (3) All applicable provisions of chapter 4, animals, shall apply.
- (4) No motor vehicle shall be parked in the parks, whether in the parking areas or otherwise, overnight.
- (5) No mobile home or any other type of structure shall be used for sleeping in the parks, including the parking areas thereof, without permission being obtained from the Mayor and Council.
- (6) No open container of alcoholic beverages shall be possessed in any of the parks, unless explicitly approved in advance by the Mayor and Council as part of an organized special event. The organizer of said event shall be responsible for obtaining any additional permitting required by Worcester County or the State of Maryland regarding the possession, distribution/sale, and/or consumption of alcohol.
- (7) Smoking or vaping of tobacco products, medical marijuana, illegal substances or any other

substances shall be prohibited in all town owned public parks.

- (8) The following parks facilities are available for reservation upon completion of a park reservation form and by payment of associated fees as established by the Mayor and Council and detailed on the park reservation form:
- a. The pavilion at Stephen Decatur Park during regular park hours.
 - b. One or more of the tennis courts at Stephen Decatur Park during the hours as set forth in section 22-48.
 - c. The pavilion at Dr. William Henry Park during regular park hours.
 - d. One or more of the basketball courts at Dr. William Henry Park ~~during regular park hours.~~ **DURING THE HOURS AS SET FORTH IN SECTION 22-48.**

Individuals or organizations desiring to reserve these facilities must complete a reservation form as provided by the Town of Berlin and make payment of associated fees, which shall be established by the Mayor and Council and set-forth on the reservation form. Fees shall be waived only by the express permission of the Mayor and Council or, in the case of reservation by a certified non-profit agency or organization, by the town administrator upon request and with verification of non-profit status.

Reservation of the above facilities takes precedence over any other use. If no prior reservation of any of the above-named facilities exists, all facilities are available on a first-come-first-served basis.

- (9) Organizers of special events shall file a special event application and any associated documents as appropriate a minimum of 60 days prior to the scheduled event. Such application shall be subject to review and approval by the Mayor and Council.
- (10) Special events must be free to all attendees unless a business use of park form, along with all other appropriate documentation, has been submitted and explicitly authorized by the Mayor and Council.

THIS ORDINANCE was introduced and read at a meeting of the Town Council held on the _____ day of _____, 20_____, and thereafter a statement of the substance of the Ordinance was published as required by law.

A PUBLIC HEARING was held and this Ordinance was adopted this _____ day of _____, 20_____, by the Mayor and Council of the Town of Berlin, Maryland, by affirmative vote of _____ in favor to _____ opposed, with _____ abstaining.

Dean Burrell, Sr. Vice President of the Council

This Ordinance was approved this _____ day of _____, 20_____ by the Mayor of the Town of Berlin and was therefore effective twenty (20) calendar days later on the

_____ day of _____, 20_____.

Zackery Tyndall, Mayor, President of the Council

ATTEST:

Mary Bohlen, Town Administrator

UPCOMING
EVENTS

just walk WORCESTER

The health department and community partners encourage you to visit one of our local parks and take a walk with your family, friends, and neighbors.

JANUARY 1, 2023

FIRST DAY WALK & HIKE SCAVENGER HUNT (SELF-DIRECTED) 8 AM-5 PM

- ASSATEAGUE STATE PARK-RACKLIFFE TRAIL, 6915 STEPHEN DECATUR HWY, BERLIN, MD

FEBRUARY 18-19, 2023

GO RED SCAVENGER HUNT, (SELF-DIRECTED) 8 AM-5 PM

- CYPRESS PARK, 7 BRIDGE ST, POCOMOKE, MD
- BYRD PARK, 400 DIGHTON AVE, SNOW HILL, MD
- STEPHEN DECATUR PARK, TRIPOLI ST, BERLIN, MD

APRIL 8, 2023

TORTOISE & HARE DARE, 9 AM

- SHAD LANDING, 3461 WORCESTER HWY, SNOW HILL, MD

MAY 6, 2023

BERLIN SPRING WALK, 9 AM

- STEPHEN DECATUR PARK, TRIPOLI ST, BERLIN, MD



For more information contact:
Worcester County Health Department
410-632-1100 Ext. 1108

To sign-up for *Just Walk* visit justwalkworcester.org

