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Lower Saucon Township  
Parks & Recreation Board

Meeting Minutes

February 4, 2013

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1. **Meeting Called To Order** – The meeting was called to order by Dave Spirk at 7:05 PM.

2. **Roll Call**

**Present** – Dave Spirk, Tom Butera, Bill Ross, and Gary Gorman, members; Jack Cahalan, Staff Liaison. **Absent:** Priscilla Oren and Bernadette Fong

Jack said that Sheri Herman and Scott Schanzenbach stepped down as members and Gary Gorman was appointed as a new member this year. We have one (1) open slot for another member.

3. **Nomination of Officers:**

- **Chair** – Tom moved to nominate Dave Spirk for Chair; second by Bill. All in favor.
- **Vice Chair** – Dave moved to nominate Tom Butera as Vice Chair, second by Bill. All in favor.

4. **Approval of October 2012 Minutes** – Dave moved for approval of the December minutes, second by Tom. All in favor.

IV. **Citizen Non-Agenda Items** – None

V. **Projects:**

- **Town Hall Park** – Jack said the only thing he has is a request from an individual, Stacey Moscato, who has reserved the pavilion in Town Hall Park for a wedding on Saturday, June 22, 2013. She is asking approval for a DJ/live band for a duration of no longer than five (5) hours ending at 8 p.m. Jack advised that the park ordinance prohibits any amplified sound and she would need the Council's approval for the music. The Board felt that if it ended by 8 p.m. they would have no problem with the music and unanimously made that motion.
- **Southeastern Park** – Jack reviewed a minor problem with the Lion's Club not locating two recent trees that they have been planting at the park in memory of deceased members per the planting plan that we approved. Bill suggested that we write to them and remind them of the plan.
- **Steel City Park** – Jack provided an overview on the development of Steel City Park for Gary. He advised that he is trying to pin down when we can hold a pre-construction meeting and begin construction. The engineer is still in discussion with PennDOT about the widening of Riverside Drive and at this point we don't know if any permitting will be required. We have met with PPL about moving several of the light poles and they have given us a cost for that. Jack said that we have to prepare the specifications for the items that would have to go out for bid. He is concerned that if the negotiations with PennDOT push back the start of construction into this summer, then our Public Works, who is going to be doing most of the earthmoving, moving the playground equipment, removing the pavilion, etc., will be into their summer road maintenance projects, and that will mean that this project may have to be pushed forward into 2014. Jack said that he will be putting something on-line about this schedule.
- **Heller Homestead** – Jack said no update.

- **Polk Valley Park** – Jack said that the two baseball infields were aerated and slit seeded in October per the instructions of the agronomist. Jack handed out the report that was prepared by the agronomist, Dr. Doug Linde, and reviewed it with the Board and provided some background on the purpose of his annual inspections for Gary. Jack advised that the additional pathway was approved and went over the park design to show where it would connect the pathway from the school district campus that we installed last year to the pathway that begins just inside the park. The Board then discussed the location of the pavilion and the need for a tot lot. Jack advised that they had discussed a pavilion model “Orlando” with Council for Kingston Park and they began discussing installing a larger version of it at PVP. Jack showed the Board a photo of the Orlando model and the diagrams prepared by the planner. The 30’ x 64’ and the larger 30’ x 84’ models would hold 20-25 picnic tables which would accommodate between 125-200 people which could be used for some large gatherings or the summer youth recreation program. The Board looked at the sketch plan that the planner drew up showing the location of the pavilion. Jack advised that he has to schedule a time out at the park for the Council Members to view this site as some of them are concerned about it blocking the view shed from the top of the park. The Board members stated that they felt that a tot lot was also a critical need at the park so that the young children could have someplace to play while their parents were either watching a game or using the pavilion. The Board felt that the tot lot should be in the location that the planner selected for the pavilion and the pavilion should be between the tot lot and the quarry so that the tot lot would have an unobstructed view for parents who would be watching a game either on the multi-purpose field or the baseball field. Jack said that he would provide that recommendation to the planner. The Board also asked if we would be providing charcoal grills for the people using the pavilion? Jack said that he would look into that.
- **Kingston Park** – Jack went over the planning for Kingston Park and discussed the transition of the composting toilet from Bio-Sun, to Modern Concrete, to the current company, Old Castle. We are now working with representatives from that company and are looking to have a date when we can excavate the space for the toilet, have the underground vault and the restroom module delivered and set in place, and then have the electricity hooked up to the toilet, the lighting in the park, and also to the pavilion. Jack advised that we are looking for a contractor to assemble the pavilion as it was a little too involved for our Public Works Department. Once we have the toilet installed and operating at Kingston Park we will be looking to have the other two installed at PVP and Steel City Park, and possibly in the future at the Saucon Rail Trailhead site.
- **Easton Road Fields** – Jack went over the background of the Easton Road fields for Gary and advised that our focus is on improving the lower field only and installing a parking lot off of Easton Road and pathways from that to the lower field to spectator areas on both sides with bleachers. Eventually, we can look at enlarging the field’s dimensions which would involve removing a great deal of soil from the site. .
- **Grants** – Nothing to report
- **Saucon Rail Trail** – Jack said that the Reading Road Trailhead plan has been approved by Council and we are looking to begin construction on it this spring. Our PW has Kingston Park to finish and the trailhead plan to begin, which is why Jack said that he needs to pin down the construction schedule for Steel City Park. Jack said that the Saucon Rail trail Oversight Commission is raising funds for a water fountain for pedestrians and dogs that will be located at this site.
- **Volunteer/Scout Projects** – No update.

7. **Old Business:**

- **Friends of Park** – No update on this. Jack said that he is still working on it.

8. **New Business**

- **Saucon Valley Peer Study Final Report** – Jack and Dave gave an update on this project which is now completed. The final report is posted on the Township website under the Saucon Valley Partnership page.
- **Agronomist Inspection of Fields** – Covered under Polk Valley Park.
- **Northampton County Park Acquisition & Development Grant Program** – Jack handed out information on this program. The Township is eligible for an additional \$180,000 in funds under Phase II of the program which has a deadline of five years. Phase I funding was approved for Steel City Park and for the connecting trail at PVP. Jack asked the Board to think about potential projects (whether acquisition of additional park space or development of existing parks) for future meetings. Bill stated that he felt that the Board should be looking for space in developments that could be used for the development of small tot lots that the residents could walk to. The Board said that they would like Jack to reach out to the EAC Open Space Subcommittee to see if they could identify any properties that could potentially be considered for such a purpose.

9. **Adjournment:** The meeting adjourned at 8:12 PM.

10. **Next Meeting:** Monday, March 4, 2013.