

1. **Meeting Called to Order** – The meeting was called to order by David Spirk at 7:04 p.m. at Town Hall.
2. **Roll Call**  
**Present** – David Spirk, Chairman; Tom Butera, Vice Chairman; Atom Kallen, Frank Thompson, Bill Ross, Katrina Schreefer, Niloofar Aflatooni (arrived at 7:26 p.m.); Nicholas Snead – Junior Council Member; Diane Palik, Township staff; **Absent** – Ryan Stauffer, Council Liaison and Ferris Abu-Ghosh and Thomas Spirk, Jr. Council Member.
3. **Nomination of Officers** – Tom Butera nominated David Spirk as Chairman, second by Frank Thompson. Motion passed 6-0 (Niloofar Aflatooni – Absent). David Spirk nominated Tom Butera as Vice Chairman, second by Bill Ross. Motion passed 6-0 (Niloofar Aflatooni – Absent).
4. **Approval of September 10, 2018 Minutes** – Frank Thompson moved for approval of the September 10, 2018 minutes, second by Atom Kallen. Motion passed 6-0 (Niloofar Aflatooni – Absent)
5. **Presentations** – None
6. **Citizen Non-Agenda Items**
7. **Updates**
  - **Woodland Hills Preserve** – Frank Thompson said there's a billboard where you park, but no other sign to tell you where to turn into the Preserve. The road is very small and from September until now, there's still no sign. The map that's on the billboard is now very confusing because it has the blue and the green trail on it, but the ADA trail is not on it. David Spirk said the sign needs updating and said he'd like to pass on to the administration and ask them when we will have a sign and an updated map.
  - **Polk Valley Park** – David said we talked about a snack stand building at Polk Valley where the different groups could make some food. They realize there's no running water or connection to the sewer line, so this might help those groups to be able to maintain their organization; and quite frankly, if you are at that park long enough, you need some water. It would be nice to have something there as it would benefit everyone and it would make the park a little bit nicer. He thinks the Planner was going to look at it. Once there's a little building there, the organizations themselves will take care of the maintenance of it. Bill Ross asked about composting toilets like they have at Lutz-Franklin. From all the youth sports he attended up there, on a day when there's a big crowd, if it's gets hot and crowded, the portable toilets aren't that good. David said there is water at Polk Valley Park. Bill said when we purchased the property, did we have an option for the Orban House (down below the fields) if they move out of it. David didn't know that answer. Bill said if we did, that could be the answer to the facilities building space for the youth organizations and perhaps offices for the sports groups. Long-term planning would be something we'd want to focus on. David said let's start with the snack stand. Katrina Schreefer asked Diane Palik to find out from Leslie where we stand on that as there was a motion last year sent to Council recommending a snack stand and they didn't hear anything back.
  - **Little Free Libraries** – David said we should keep focusing on the Little Free Libraries and have Atom Kallen take the lead on it. Atom said last time we spoke, we discussed updating the parameters for who can submit designs and apply. He's taken that into consideration. He's changed the timetable around. The new timeline would be from March to April to get submissions and in May we select a finalist. June through July there would be construction and have it installed by PW in August. David said they talked about who was going to be the judge. He thinks the P&R Board should be as we get designs in, we receive the proposals, we pick one, and then we show Council this is the one we picked and he's assuming Council will put their stamp of approval on it. Atom said that's the way to do it. When they are submitting designs, is there a way to submit them to us.

David said the submissions would go through the Township and then to the P&R Board. Atom said it would be a submission date of April 30, 2019 and then pick one at their first meeting in May. He said he'd like to put it in the newsletter, and on the Township Facebook page. Diane said we can put a copy of the poster in all of our kiosks at all of our parks. Atom will email one to Diane. The little free library would go in Steel City Park. He said he would like Leslie to take this to the next Council meeting so they can start on it. He asked if he should be present on Wednesday, and Diane said he could come if it's under the Manager's report. David Spirk said it would be a good idea to send it to the Art Department at the High School. Bill suggested Saucon Source and the Valley Voice. David said if we get a lot of submissions, we can keep them for the next park we do. Atom will send the flyer to Diane. David said someone should maybe ask Linc Treadwell if it's okay to put this flyer out and weigh in on this. Atom said he can ask Council to have Linc Treadwell look at it to see that it meets any guidelines for contest submissions. David Spirk said we are a recommending body and Council will have to give us the okay.

- **Ella's Garden/Native Plant Garden** – Katrina Schreefer said she may have someone for Ella's Garden. She will let the Township know.

8. **Special Event Applications**

- **Saucon Valley LaCrosse Club @ Polk Valley Park – May 4, 2019** – David Spirk moved for approval on the Saucon Valley LaCrosse Club @ Park Valley Park special event, second by Bill Ross. Motion passed 6-0 (Niloofar Aflatooni – Absent)
- **Lamprey Systems, LLC @ Town Hall Park – September 21, 2019** - David Spirk moved for approval on the Lamprey Systems, LLC @ Town Hall Park special event, second by Bill Ross. Motion passed 6-0 (Niloofar Aflatooni – Absent). Bill Ross said the only problem he had was in the packet there was a copy of the check, he's not sure that's a good idea.

9. **Old Business** – None

10. **New Business** – None

11. **Adjournment** – Motion to adjourn by Katrina Schreefer at 7:35 p.m.; second by Tom Butera; Motion passed 7-0.

12. **Next Meeting** – Monday, March 4, 2019, 7:00 p.m. at Lower Saucon Township Town Hall