

1. **Meeting Called To Order** – The meeting was called to order by Dave Spirk at 7:01 p.m. at Town Hall.
2. **Roll Call**
Present – Dave Spirk, Tom Butera, Atom Kallen, Bill Ross, Katrina Schreefer (7:08 p.m.); Ryan Smith, Jr. Council member, Ron Horiszny, Council Liaison; Leslie Huhn, Township Manager; Kal Sostarecz, Assistant to the Manager. **Absent** – Niloofar Aflatooni, Frank Thompson
3. **Approval of December 5, 2016 Minutes** – Tom Butera moved for approval of the December 5, 2016 minutes, second by Dave Spirk. All in favor.
4. **Citizen Non-Agenda Items** – None
5. **Projects**
 - **Dravec Property** – It is not certain that anything will move forward with Mrs. Dravec as she is not sure how she wants to proceed. Regarding fields in that area – because it is a destination it may not be conducive to having fields there even if we do get the property. However, the Township does have the Townsend and Savitske properties on Polk Valley Road which join with the PVP, and perhaps they would be perfect for playing fields. Maybe the Dravec property could be used for parking for the open space and lots the Township purchased from the Dravec's. One of the P&R meetings in the spring, April or May, should be held there before the plant life grows in and it's too difficult to traverse. Meeting at the pavilion at PVP first to conduct the meeting, then walk down to the properties, would be the preferred plan. If a few ribbons could be hung by PW/Zoning to determine where the property lines are it would be helpful, as well as aerial maps being sent out ahead of time.
 - **Steel City Park** – Questions/concerns about the park were posted on a private Facebook group regarding its status and Atom organized and forwarded them to the Township. Staff addressed the questions which were forwarded to Council and made public at the January 18, 2016 council meeting. Atom will be sharing the answers to the private Facebook group as he is a member of it. The board reviewed the concerns and agreed that the lapse in time from the original meetings regarding the park design, and new residents, who have different ideas from what was originally presented in 2008, has contributed to much of the concerns.
 - **PVP Snack Bar** – No Update – Will be discussed with the Township Planner
 - **Easton Road Fields** – Will be discussed with the Township Planner. Originally the plan was for Public Works to do the fields, however, the project may be bid out, depending on Council approval, because it is a smaller project and the PW department has been taken away from road projects for too long and that needs to be their priority. IESI should be approached about their assistance as they may be willing to contribute to the work with the availability of fill provided to their facility. If IESI does not want to assist, and the project goes out to bid, perhaps IESI would at least accept the fill at no charge, since that could be a significant cost savings.
 - **Memorial Bench Program** – Public Works is in the process of determining good locations for future benches; their recommendations will be brought to the next meeting.
 - **Woodland Hills Preserve** – Eric Brown will be coming to the next meeting to speak about the Woodland Hills Preserve kiosk.
 - **Kingston Park – Ella's Garden** – Will be discussed with the Township Planner. Waiting to see what plants grow this coming spring – it is a rain garden, not a flower garden, but weeds have been a problem in the past. It was cut back very hard in the fall and hopefully the weeds do not come back as strong. The garden cannot be removed because it is part of the storm water plan. Leslie will reach out to Dr. Kingston and let him know what the plan is.
 - **Little Free Libraries** – Atom has purchased a few bags of books from Bethlehem Public Library and feels that book sales will be a great source for the program. He will keep the books at his house for the time being. If a contest will be held for the designs the judges will need to be determined, perhaps

5 – 7 judges in total. Someone in construction could be a judge, and potentially art teachers – Ryan suggested Mr. Jason Gordon (jason.gordon@svpanthers.org) at SVHS; Atom will reach out to him. Rules as to who can submit entries also need to be determined, such as a residency requirement, groups of people versus individuals, etc. Ultimately, the group of judges would recommend to the P&R Board, who would in turn then recommend to Council, and then they would ultimately choose the design. Council is expecting a draft program structure and there are several details that need to be determined. The entire concept should be presented to them at one time, not in parts, and include any contest rules, the stewardship of the libraries, and the design of the first library and where it will be placed.

- Adopt-a-Park – It would be good to tie the Adopt-a-Park program with the LFL program as the steward for the park could also take care of the LFL. Leslie has found additional information that Jack had and will gather it for the next meeting and further discussion. Perhaps groups of individuals could be stewards, such as a Boy Scout or Girl Scout troop, with a liaison from the P&R Board in contact with them. The overall concept was presented to Council, who was in favor of a program, and they would like to be presented with a more defined plan. The Adopt-a-Road program could be used as a model.
- Park & Recreation Survey – No discussion

6. Old Business – None

7. New Business – Special Event Request by the American Cancer Society – Dave Spirk made a motion to recommend its approval to council; second by Bill Ross; all in favor; motion passes.

At the Saucon Valley Partnership meeting, which Leslie attended, they discussed the Easter Egg Hunt which is held at Dimmick Park and which was previously run by the Jaycees. They disbanded and formed into a new group that took over the event, but they have also disbanded. Because of this there is no one who would run the event (although a few volunteers have come forward) and the Saucon Valley Partnership has asked the topic be brought to our P&R Board. Hellertown does not have a P&R Board, and although it would be beneficial if they did, it does not appear that they are headed in that direction.

Also at the SVP meeting the comprehensive plan was discussed which is nearing its tenth year and will be looked at again; P&R will be included in it.

Regarding Community Day, Kim Medei, who has done a great job for many years, has resigned as the chair of their committee and Mark and Colleen Albright have stepped up and are willing to chair it. Perhaps P&R would like to be involved with in the planning of this year's event to help enhance it.

8. Adjournment – Motion to adjourn by Bill Ross; second by Tom Butera at 8:07 p.m.

9. Next Meeting – Monday, March 6, 2017, 7:00 p.m. at Town Hall