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Lower Saucon Township  
Parks & Recreation Board

Meeting Minutes

July 7, 2014

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1. **Meeting Called To Order** – The meeting was called to order by Dave Spirk at 6:10 PM at Kingston Park.
2. **Roll Call**

**Present** – Dave Spirk, Tom Butera, Priscilla Oren, Katrina Schreefer, members; Jack Cahalan, Staff Liaison.

**Absent** – Bill Ross, Alan Hall, Gary Gorman and Matt Smith, Jr. Council member
3. **Approval of June Minutes** – Tom moved for approval of the June 2, 2014 minutes, second by Priscilla. All in favor.
4. **Citizen Non-Agenda Items** – Rett Oren said that he was at Town Hall Park recently looking for geo-cache sites and he walked the fitness trail and noticed that 4-5 trees along the trail are dead. He also said that the signs leading up to the pavilion should be replaced. They are faded and give a poor image to the park. Jack said that he will look in this.
5. **Projects**
  - **Town Hall Park** – Jack said that the Township Planner gave them a potential location for the sand volleyball court right next to the upper tot lot but they discovered that there is a swale running across the site which rules it out as a potential location. He is going to walk the park with the Planner and come up with other potential sites. Katrina asked about the roof of the pavilion. Jack said that structurally it was sound but would need to be replaced in the next few years.
  - **Southeastern Park** – Jack said there was nothing to report on Southeastern Park
  - **Steel City Park** – Jack said that the construction has been postponed until 2016.
  - **Heller Homestead** – Jack said that they are finalizing a plan to make some landscaping improvements to the parking lot and will be putting up privacy screening for the portable toilet.
  - **Polk Valley Park** – Jack said that Public Works has put the silt and safety fencing around the work site today and will begin grading the site for the tot lot and pavilion and will install the pathways. The playground equipment was delivered today and will be installed by the playground contractor once the grading is completed. We are going to advertise the pavilion for bids and see if we can get a good price for the purchase and installation, which will include putting down the concrete pad. We would like to get the same pavilion model as the one we were meeting at tonight. Jack said that DCNR has approved our request to reduce the scope of the grant we received from three to two composting toilets and to move the location of the second one from Polk Valley Park to the Reading Drive Trailhead site.

Jack said that we did the mowing of all of the naturalized areas at Polk Valley, Southeastern and at Ella's Garden at Kingston Park. The maintenance plans for these areas require them to be mowed by April 1<sup>st</sup>. We were unable to do that due to weather and because we did not have a contractor under contract so we had to wait until after June 20<sup>th</sup> to mow them in order to protect the habitats of nesting wildlife. Jack said that he got several complaints from individuals who use Polk Valley Park that the timing of the mowing was wrong and that it endangered wildlife. Rett said that any nesting bids would have been finished by June 20<sup>th</sup>. He will go up to the park and take a look.

Jack said he is working on a survey for Dog Park users and would like to use the Survey Monkey account that the Saucon Valley Partnership has to do it.

- **Kingston Park** – Jack said that this park is finished. He pointed out the vents that were installed in both units by the manufacturer which was done to address the condensation issue. The screeching fan has also been fixed. The pavilion is available for rental by contacting the Township.
- **Easton Road Fields** – Jack said that Public Works is ready to go on this project as soon as we get the driveway permit from PennDOT.
- **Grants** – Jack said that the Township submitted grants to DCNR and to Northampton County for funding to help defray the cost of acquiring a property that was previously a golf course. The \$300,000 Open Space grant was approved by the County.
- **Saucon Rail Trail** – Jack said that he is working with volunteers who want to install a meadow and do some invasive plant removal at the Reading Drive Trailhead.
- **Draveczech Parcels** – Jack said that he still hasn't been able to solve the problem with the parking lot. He said that we were hoping to install a parking area within the 50' easement that we have along the access road but the Solicitor looked at the agreement and said that it doesn't provide for any parking area so we would have to negotiate that with Mr. Draveczech. Jack said we thought that the best option would be to purchase the area between the two sheds for the parking lot from Mr. Draveczech, but upon further inspection the boundary, the riparian buffer goes right through the middle of this area, which would rule out its use as a parking lot. Our only option is to put it further up the access driveway.
- **Volunteer/Scout Projects** – Roger said that a local Boy Scout has been approved to construct a kiosk at the Reading Drive Trailhead. He is assisting him with the plans and a local resident has agreed to contribute the funds to pay for the materials for kiosk. Jack said that we have two Scout groups that have adopted the gardens at Kingston and Town Hall Park.

6. **Old Business:**

- **Friends of Park** – No update on this.
- **Act 115 of 2013** – Jack said that he and the Solicitor have what they think is a compromise solution on the use of these funds that they will be discussing with Council members.
- **Volleyball Court at Town Hall Park** – Already covered
- **Dog Park Improvements** – Already covered

7. **New Business**

- **Special Event Request – Cub Pack 319 Rocket Day at Polk Valley Park** – Jack reviewed the Special Event Request submitted by Cub Scout Pack 319 for their annual Rocket Day on July 26<sup>th</sup> at Polk Valley Park. Jack said that this is a very well run event and he recommends that the Board approve it. Motion by Dave, seconded by Priscilla. All in favor.
- **Review Site Plans** – No site to review

8. **Adjournment:** The meeting adjourned at 6:44 PM.

9. **Next Meeting:** Monday, August 4, 2014 at 6:00 pm at Polk Valley Park