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Lower Saucon Township  
Parks & Recreation Board

Business Meeting

July 30, 2007

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1. **Meeting Called To Order:** 6:35 pm Southeastern Park

2. **Roll Call:**

**Present:** Bill Ross, Chair; Dave Spirk, Vice-Chair; Scott Schanzenbach, Bernadette Fong, members; Jack Cahalan, Council Liaison.

**Absent:** Tom Butera, Michaelann Berger, Steve Zaharakis

3. **Approval of Minutes:** Minutes from the Parks & Recreation Board meeting of June 4, 2007 were reviewed. On a motion by Scott and a second by Dave the minutes were approved.

4. **Citizen Non-Agenda Items:** None

5. **Projects:**

- **Town Hall Park** - Jack stated that he had a discussion with Erin Siegfried from the Saucon Valley Community Center about an incident where a visitor to the park allowed their child to play with the Summer Youth Program children who were at the playground. Erin stated that they were concerned about security and liability issues as this child was not part of their program. Jack advised that he could not shut down the parks since they were open to the public during the day. Jack said that he recommended the purchase of signs announcing that the program is in session at the playground and asking the adults to check in with the program supervisor. Jack handed out copies of the revised Ball Field Contract. He pointed out that the form needed to be revised as sports groups were requesting to reserve multiple park fields. The Board had a discussion about the fees charged to residents and non-residents and felt that non-residents should be charged more than \$25 above the resident fee. Jack said that we will look into the fee schedule and come back at a later meeting with more information.
- **Southeastern Park** - The members walked over to the meadow area and viewed the growth. Jack advised that there were some earlier concerns that there was no growth of the plants and wildflowers but they had someone from Larry Weaner's staff and the landscape architect from Boucher & James look at the meadow and they confirmed that there is growth of the seedlings such as: Butterfly weed, smooth aster, coreopsis, purple coneflower, wild blue lupine, wild bergamot, tall beardtongue, prairie cinquefoil, fox sedge, spike rush, pink milkweed, smooth beardtongue and soft rush. Jack advised that the meadow needs to have one mowing this summer at a height of 5-6" to cut back the tall annual weeds. Once the meadow growth is more established, he will be working with the planner on the design plan for the trails in the meadow. Jack pointed out that the Saucon Lions Club will be planting a dogwood tree near the edge of the picnic grove to honor another one of their deceased members. Bernadette asked if we could put doors on the toilet stalls in the restrooms. Jack said that this is something they have on the list to do.
- **Steel City** - Jack stated that before we proceed with any re-design of the park, it was felt that a "visioning" meeting with the various groups and residents who use the park would be beneficial to get their input and ideas for the park. Jack stated that he would like to see if it is possible by moving the pavilion and reducing the size of the basket ball court to increase the ball field to regulation size so it could be used by the HLSLL. One of the members questioned if there would be enough parking for baseball games? Jack said that there would be space in the new piece of property we acquired and if additional spaces are needed we could make arrangements to use the

fire company's parking lot. Jack said that he would like to see if there is interest in lighting for the basket ball courts like at Town Hall Park.

- **Heller Homestead** - Jack advised that the Public Works has done maintenance work on the Nature Loop and we are still waiting on the Girl Scout to complete the project for the signs along the trail that would contain information about the flora and fauna.
- **Polk Valley Park** - Jack stated that the Township has settled the contract dispute with Popple Construction and the park is now totally under our control. He is working on getting bid advertisement packages together for the remaining items for the park such as the trails, fencing, backstops, signage, benches, tables and the play ground equipment. The priority item is the completion of the connecting trail between the park and the school district campus. Jack stated that he is working on a maintenance policy for all of the Township's parks and playing fields that would cover such things as grass mowing, fertilization, herbicide application, use of the field by sports teams. He will recommend that an agronomist be hired by the Township to monitor the fields and provide recommendations for their maintenance.
- **Kingston Park** - Jack handed copies of the updated Conceptual Sketch Plan that Boucher & James reviewed with Council on June 20, 2007. The parking issue with the school buses appears to be solved. Members asked about their request for playground equipment in the park? Jack stated that the recommendation was made several times to Council and there was no support for it. The surveying is now being completed and the design will be completed in the next several months.
- **Grants** - no update
- **Volunteer Scout Projects** - no update

6. **Old Business:**

- **Polk Valley Park Update** - covered under projects report
- **Update on Southeastern Park Meadow** - covered under projects report
- **2007 Goals & Objectives** - no discussion
- **5-Year Plan** - no discussion

7. **New Business:**

- **Steel City Visioning Meeting** - covered under projects report
- **Dimmick Park Master Site Plan Study Committee** - Jack stated that Hellertown Borough has received funding from DCNR to begin working with a consultant on a master site plan for Dimmick Park. Bill Ross has been invited to be a member of the Steering Committee that will be working with the consultant.
- **LVPC 2007 Recreation & Open Space Inventory** - Jack stated that he is in the process of updating this inventory for the Lehigh Valley Planning Commission
- **Review of New Formula for Calculation of Park & Recreation Fee** - Jack stated that when Harry Roth put the Joint Comprehensive Park, Recreation & Open Space plan together he made recommendations to both Townships to increase their park & recreation fees. We had Judy Goldstein from Boucher & James look at his recommendation and Judy requested that we obtain updated information from Indian Valley Appraisal on the average value of land in the township. Her recommendation based on the calculations in her memo is to increase our recreation fee to \$3,310.00 per dwelling unit. On a motion by Dave, seconded by Scott the Board voted 4-0 to recommend to the Council that Judy's recommendation be adopted.

8. **Adjournment:** The meeting adjourned at 8:15 p.m.

9. **Next Meeting:** The next Park & Recreation Board meeting will be on September 10, 2007 at 7 p.m. at Town Hall.

Submitted by Jack Cahalan