
Lower Saucon Township
Parks & Recreation Board

Meeting Minutes

September 8, 2014

1. **Meeting Called To Order** – The meeting was called to order by Dave Spirk at 7:01 PM at Town Hall.
2. **Roll Call**

Present – Dave Spirk, Tom Butera, Bill Ross, Priscilla Oren, Gary Gorman, members; and Matt Smith, Jr. Council member; Jack Cahalan, Staff Liaison.

Absent – Katrina Schreefer, Alan Hall
3. **Approval of June Minutes** – Bill moved for approval of the August 4, 2014 minutes, second by Tom. All in favor.
4. **Citizen Non-Agenda Items** – Lenny Szy attended the meeting and spoke about a 1-acre parcel (Parcel ID P8 7 21 0719) on Lower Saucon Road that is across the street from the Woodland Hills Golf Course property that the Township is acquiring. The property surrounding the parcel is owned by the Ruths. Lenny said that when he was growing up in the area he always heard that it was an indian burial ground. He heard that an elderly person back in the 60s said that they had played in that area when they were a child there use to be makeshift crosses made out of wood or some material there. Now its total woods and somebody in Bethlehem owns it. Lenny showed photographs of a map from 1860 that he obtained in the Easton Library and it shows an emblem for a cemetery in the spot where this parcel is located. Lenny said he didn't know what could be done but if a historical society could prove that it was an indian burial ground they may be able to acquire the land or at least insure that nothing is built on it. Jack asked why the 1-acre parcel was subdivided from the surrounding property? Lenny said because of the cemetery and he understood that it has been that way for 40-50 years. Somebody owned it until a contractor bought it in 1996 for \$1,000. (Note: a Google Search shows a Steven J. Miga, owner of Eastern Comfort, a personal care facility at the 4136 Nazareth Pike, Bethlehem, PA address that is listed as the current owner of this parcel on the document that Lenny handed out). Jack said that Lenny is saying that this property has historical significance and the Parks & Recreation Board only makes recommendations to the Council on the purchase of recreational or park properties. Dave said that this should go to the EAC or the Council. Jack said that when he does the minutes from this meeting he will forward the information that Lenny provided to the EAC and the Township Historic Committee.
5. **Projects**
 - **Town Hall Park** – Jack showed copies of the sketch prepared by the Planner with the location for the sand volleyball court up at the top of the park next to the cul-de-sac on the pavilion access road. Jack said this has been approved and will be completed in 2015. He advised Rett that the dead trees should have been removed by now and the new sign for the access road was ordered.
 - **Southeastern Park** – Jack said the meadow in the park was given its annual mowing.
 - **Steel City Park** – Jack said that the construction has been postponed until 2016. Rett questioned why the delay until 2016? Jack said because we had to wait until sometime this spring to get the final approval from PennDOT to utilize a portion of Riverside Drive for parking and in the meantime the Council gave the go ahead on the stormwater project for Fire Lane and Black River Road which is considered more of a priority and will be addressed in 2015. Since our Public Works will be doing both projects, they cannot do both in the same year and still complete their annual road projects so we put off the park until 2016.

- **Heller Homestead** – Jack said that we are working on completing the landscaping improvements to the parking lot that were approved.
- **Polk Valley Park** – Jack said that the tot lot and pavilion have been a real struggle. After Public Works did the grading for the playground and pavilion we had to hire a certified playground equipment contractor to install the two playground structures and we ran into a problem with the height of the swings which they had to correct. Once that is completed this week we will install the rubberized mulch. We advertised bids for the installation of the pavilion because the prevailing wage requirements did not allow us to break out the concrete pad installation separately which would have cleared our PW to erect the pavilion structure like they did at Kingston Park. The bids were opened recently and due to the cost being higher than we anticipated and budgeted for, we asked the Council to reject them all. We are going to see if we can get the concrete pad installed this year and then we'll work on the pavilion next year. 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.
- **Kingston Park** – Jack said that the only problem we are having up there is a weed issue with Ella's Garden. Due to the severe winter weather we lost some of the native plants and some invasives like crown vetch and Canadian thistle have taken over the garden. We have implemented a mitigation plan which involves increased weeding, chemical applications, and several more mowings. We have the Girl Scouts doing weeding and in August we had some incoming students at PSU-LV working up there as part of their orientation program.
- **Easton Road Fields** – Jack said that Public Works is waiting for approval of the driveway permit from PennDOT to begin work on this project. Rett said that he and Priscilla were up there one day and spoke to a guy from the church who was mowing the lawn and he told them that he had concerns about the trees being taken down and the stormwater that comes down off the hill. Jack said that this gentleman also contacted us and we put him in touch with the Director of Public Works and the Township Engineer because he indicated to them that there were some underground pipes and wells that could be disturbed with the parking lot construction. They checked everything out and nothing will be disturbed. We will be doing a lot of infiltration to handle the stormwater coming off the hill. The trees were mostly dead and had to come down for the construction. I also forwarded the church a copy of the design plan for their review.
- **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. Still no settlement on this property.
- **Saucon Rail Trail** – Jack said that he is working with volunteers who planted the meadow and will be doing some invasive plant removal at the Reading Drive Trailhead.
- **Dravec Parcel** – Jack said he hasn't come up with any solutions to the parking issue.
- **Volunteer/Scout Projects** – The Boy Scout has finished the construction of the kiosk for the Reading Drive Trailhead for an Eagle Scout project.

6. **Old Business:**

- **Friends of Park** – No update on this. Jack said that Priscilla and I have to get together on this.

- **Act 115 of 2013** – Jack said he and the Solicitor have to discuss this with Council members.
- **Volleyball Court at Town Hall Park** – Already covered
- **Dog Park Improvements** – Jack said that he is still working on the survey form that they can use to solicit input from dog park users that we can use to determine usage and any needed repairs and improvements to the facility.

7. **New Business**

- **Draft Concession Stand Agreement** – Jack said that following the last meeting the P & R recommendation to allow the FBLA to put a concession stand up at Polk Valley Park was approved by the Council for the Fall 2014 soccer season with the following conditions:
 1. Would need proof of insurance
 2. Security deposit required
 3. Township would have to decide if there would be a fee charged
 4. Township would have to approve operating hours
 5. Township would have to approve items that are sold
 6. A Concession Stand Agreement between the organization and Township would have to be signed setting down terms and conditions for use and to hold harmless and indemnify the Township
 7. If concession stand must be licensed by State of Pennsylvania, proof of license must be submitted. If Chapter 46 of PA Food Code provisions for food establishments apply, they must be followed
 8. Trash must be bagged and disposed of in park dumpster
 9. Staging for equipment must be reviewed and approved by Zoning Officer and Director of Public Works
 10. Equipment used for cooking (i.e. propane tanks, etc.) must be reviewed and approved by Township Fire Marshall

Jack said that following this approval, Matt Cherry informed him that they would not be cooking any food so #7 and #10 would not apply to this approval. Jack said the reason that he limited the approval to just this Fall was because the lacrosse group indicated that they might also want to do something like this in the Spring next year. Dave said he believes that the FBLA is in discussions with all the sports groups to see if they would allow them to run the concession stand and share the profits with these groups. Jack handed out a draft Concession Agreement that will need to be approved and then signed by the FBLA. On a motion by Tom, seconded by Gary the agreement was approved 5-0.

- **Special Event Request – Town Hall Cross** – Jack reviewed the Special Event Request submitted by the Lamprey Systems Cycling for their annual Cyclocross race scheduled for September 27, 2014 at Town Hall Park. Motion by Tom, second by Bill. Approved 5-0.
- **Review Site Plans** – At the Helm Major Subdivision; No comments.

8. **Adjournment**: The meeting adjourned at 8:08 PM.

9. **Next Meeting**: Monday, October 6, 2014 at 7:00 pm at Town Hall