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Lower Saucon Township  
Parks & Recreation Board

Meeting Minutes

October 5, 2015

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1. **Meeting Called To Order** – The meeting was called to order by Dave Spirk at 7:05 PM at Town Hall Park.
2. **Roll Call**  
  
**Present** – Dave Spirk, Tom Butera, Katrina Schreefer, Alan Hall, Priscilla Oren, Gary Gorman, members; Jack Cahalan, Staff Liaison.  
  
**Absent** – Bill Ross
4. **Approval of August 3, 2015 Minutes** – Priscilla moved for approval of the August 3, 2015 minutes, second by Gary. All in favor.
5. **Citizen Non-Agenda Items** – Rett Oren said that the dead trees up along the fitness trail in Town Hall Park have not been taken down. Jack said he will look into this. Rett also said that the roof of the pavilion looks bad. Does it need to be replaced? Jack said that long-term it will need to be replaced but for now it has no leaks, etc. as was demonstrated when we had the Volunteer Picnic up there and everyone had to use it for shelter from the rains that came down.
6. **Projects**
  - **Town Hall Park** – Priscilla asked about replacing the signs along the nature trail? Jack said that it is on the list for Boy & Girl Scout projects. There was a discussion about vandal proof signs. Jack said that the P & R members should go and look at the signs that were put up at the new SVSD Environmental Center. Dave said that the signs are made out an acrylic material and are vandal proof.
  - **Southeastern Park** – No update
  - **Steel City Park** – Jack said that Public Works is finishing up their road resurfacing projects and they will be starting the Phase 1 construction of the park shortly.
  - **Heller Homestead** – The landscaping around the parking lot has been completed. One of the Boy Scouts is finishing up his Eagle Project on the Nature Trail.
  - **Polk Valley Park** – Jack said that the recommendation for prohibiting smoking in the parks was approved by the Council and the Solicitor will be revising the parks ordinance. Jack said that Dave suggested that it should include al tobacco products. The recommendation for the concession stand was also presented to Council and Jack said that he gave them some examples of buildings and also suggested that they consider including restrooms into the structure. The Council asked that the Planner look into it and come back to them with more information.

There was a discussion about vandalism in parks and Jack stated that we have been fortunate that, except for the recent incidents on the Saucon Rail Trail and at the Dog Park, there have been very few incidents in our parks in the last few years. Jack said that they will be installing cameras at the trailhead which require no electric power. In the future, the Township may install security cameras at all of the parks.

There was a discussion about the overcrowding that happened at Saucon and Penn Pump Parks this summer. Jack said that he discussed this with Dave and they feel that one of the attractions at both of these parks is that swimming in the creeks is available, which we do not have at any of our parks. We do have a system of reserving and issuing permits for the use of our pavilions and athletic fields which regulates their use and we do enforce the parking restrictions and capacities at these parks. We do inspect them after use and if there is any damage we have security deposits to cover that. Dave asked if there was some way that we could require a busload of 25 or more people who show up to have a permit? Jack said that you would have to look at that from the standpoint of what is the capacity of the park (i.e. how much parking is there? what is the capacity of the picnic pavilions? are there enough bathroom facilities?) Jack said that he does not have a capacity total for a park like you would have in this room for a meeting, so this is something that would have to be looked into if we are faced with this problem.

- **Kingston Park** – No update
- **Easton Road Fields** – Jack said that because the Public Works schedule has been pushed back by other projects, this may not get done this year and will be on the list for next year.
- **Draveczech Parcels** – The Solicitor has advised us that a parking area in the 50' access easement is not addressed in our agreement with the owner. GPSed the major trails on the property. Having issues locating site for the parking area.
- **Grants** – No update.
- **Woodland Hills Preserve** – Jack said that the hayride tour will be on Tuesday, October 13<sup>th</sup> starting around 5:30. He has approximately 17 people who have signed up. He will have Valerie from Boucher & James there to provide information on the natural features. Jack advised the Board that the Township now owns the adjacent Benner-Whitmore property which runs down and has access to Easton Road. He believes that the intent of the Township is to extend the grass trails from Woodland Hills into this property.
- **Volunteer/Scout Projects** – Jack said that he has a Boy Scout who is interested in doing the trail marking stakes at the Woodland Hills Preserve.
- **Saucon Rail Trail** – No update.
- **SV Recreation Partnership** – no longer active

7. **Old Business:**

- **Friends of Park** – No update.
- **Tobacco Free Parks** – Discussed previously
- **PVP Concession/Restroom Building** – Discussed previously

8. **New Business**

- **October 13, 2015 Tour of Woodland Hills Preserve** – Discussed previously
- **Vandalism on Rail Trail** – Discussed previously
- **Review of Site Plans (Blair Route 378 Land Development)** – There were no comments

9. **Other**

- **Cub Pack 319 Cub Car Rally** – Jack said that this was just received today. This is an annual event held by the Cub Scouts at Town Hall Park. It is scheduled for Sunday, November 8<sup>th</sup> from 2-5 pm. It is well supervised and we have not had any issues in the past. All of their paperwork has been submitted. Dave moved for approval of the event, second by Tom. All in favor.
- **Parks Survey** – Allan asked about the survey? Jack said that the Planner is working on it. Council had asked him to conduct a survey and he felt that besides parks and recreation it should also include the topic of open space, which we did with the previous survey back in 2006. When the survey form is completed he will bring it back here before it goes to Council. We have a Survey Monkey subscription we can use to run the survey.
- **Recycling on Saucon Rail Trail** - Katrina said that she saw the information about putting the trash receptacle along the Saucon Rail Trail. Jack explained how that came about. She asked if we had recycling containers along the trail? Jack said that we have them in the parks but they are not along the trail. Katrina made a motion that the Township install separate recycling containers along the Township portion of the Rail Trail. Jack said that that would be at the Meadows and Old Mill Road crossings and at the Reading Drive Trailhead. Second by Priscilla. All in favor.

9. **Adjournment:** The meeting adjourned at 7:55 PM.

10. **Next Meeting:** Monday, November 2, 2015 at 7:00 pm at Town Hall