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Lower Saucon Township  
Parks & Recreation Board

Meeting Minutes

December 2, 2013

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1. **Meeting Called To Order** – The meeting was called to order by Dave Spirk at 7:00 PM at Town Hall.
2. **Roll Call**  
**Present** – Dave Spirk, Gary Gorman, Tom Butera, Alan Hall, members; Jack Cahalan, Staff Liaison  
**Absent:** Bill Ross, Priscilla Oren, Bernadette Fong
3. **Approval of Minutes**: The minutes from the November 4, 2013 meeting were approved on a motion by Tom, second by Gary.
4. **Citizen Non-Agenda Items**: None
5. **Projects**:
  - **Town Hall Park** – Jack said that they are still waiting for the contractor to complete the repairs to the pavilion. We hope to have it done before it snows as Roger was concerned about the roof holding a large snow load.
  - **Southeastern Park** – No update
  - **Steel City Park** – Jack said this project is scheduled for next year.
  - **Heller Homestead** – No update
  - **Polk Valley Park** – Jack said that the Council approved the pavilion, tot lot and proposed future location for the composting toilet.
  - **Kingston Park** – Jack said Kingston Park is now completed and opened to the public. The composting toilet, lighting, pavilion, and Ella’s Garden sign have been installed. Jack said the Girl Scout troop who adopted the garden will be maintaining it.
  - **Easton Road Fields** – Jack said he is waiting for the final plan from the engineer for the parking area.
  - **Saucon Rail Trail** – No update
  - **Draveczech Parcels** – Jack said he is waiting for an alternate parking plan from the engineer. Parking on the parcel that the Township owns made not be safe due to the bridge crossing and we may have to look for another area on the uphill side.
  - **Grants** – Jack said that the owners of the three parcels have accepted the Township’s offer to sell the properties to us. Jack said that we were initially advised by Sen. Boscola’s office that we were awarded \$190,000 in Act 13 funding, and then we were told the following week that this information was incorrect. The properties will be purchased using Open Space funds.
  - **Volunteer/Scout Projects** – Jack said they have a Boy Scout, Emmett Brown from Troop #379 who has agreed to construct the kiosk for the trailhead for his Eagle Scout project and a nearby resident contacted him and said he would donate the cost of the materials.
6. **Old Business**:
  - **Recommended Guidelines for Metal Detecting on Township Properties** – Jack handed out a draft of the guidelines that he put together after our last meeting with Jim Bongiovanni. Jack said that the version he emailed to the members said there would be no fee charged and this is something they needed to discuss. Jim had recommended a \$25 fee. Tom asked how long would the permit be good for? After some discussion it was agreed that the permit would be good for one (1) year and that the application fee should be \$5. Members asked if the application could be done on-line? Jack said that they could download the form from our website but they could not complete and submit it and the fee payment on-line at this time. Members asked what they would have to

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submit to apply? Jack said proof of their identity would be sufficient along with the application. Jack went over the guidelines and asked if they were okay with the list of tools that may or may not be used? The members said they were okay. Jack asked if they were comfortable with the limit on digging to a depth of 6” since Jim had asked for 10”. The members said it should be left at 6”. Dave made a motion which was seconded by Tom to recommend these guidelines to the Township Council.

- **Polk Valley/Reservoir Road Properties** – Covered under grants.
- **Friends of the Park** – No update since Priscilla is not here

7. **New Business:**

- **Saucon Valley Recreation Partnership** – Allan asked for some background on this group which Dave and Jack provided.

9. **Adjournment:** The meeting adjourned at 7:40 PM.

10. **Next Meeting:** The next meeting will be on January 13, 2014 at 7:00 p.m.

Following the meeting, the Manager advised the members via email that he had neglected to bring up our receipt of the \$13,240 recreation fee paid by the owners of the Scenic View Apartments on Flint Hill Road for their approval of their plan to add additional units. The Manager recommended that the fee be deposited into the Polk Valley Park Fund. The P & R members were polled via email and agreed unanimously with this recommendation.