

# Minutes

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Lower Saucon Township  
Parks & Recreation Board

Business Meeting

December 7, 2009

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1. **Meeting Called To Order:** The meeting was called to order by Jack Cahalan, Manager at 7:12 PM.
2. **Roll Call:**  
  
**Present:** Dave Spirk, Chair (arrived at 7:14 PM); Scott Schanzenbach, Donna Bristol, Sheri Herman, members; Jack Cahalan, Staff Liaison; and Jr. Council Member, Stephen Prager.  
  
**Absent:** Tom Butera, Bill Ross, John Sweeney
3. **Approval of Minutes:** Motion by Scott, second by Sheri to approve and accept the October 5, 2009 minutes. All in favor.
4. **Citizen Non-Agenda Items:** None
5. **Projects:**
  - **Town Hall Park** – Jack said approvals for Playsafer Rubber Mulch have been obtained and was approved by Council. The funding was in the budget. That's for the two play areas; and also we have funding in the budget for 2010 to repair the blacktop parking area and the road that leads to the pavilion.
  - **Southeastern Park** – Jack said we got the approval for the rubber mulch and that will be installed in the playground.
  - **Steel City Park** – No update.
  - **Heller Homestead** – Jack said we had a discussion about installing a gazebo out at the park. That was primarily because the SV Community Center had used the park last summer for the recreation programs. As it turned out, that site is not suitable for the program because the kids end up walking across the street to the Water Street Park so that was ended that in the summer. We dropped the gazebo from the park plans. Since the maintenance garage was razed, we have a concrete pad there. We are looking for some landscaping to dress up the area. That's the first objective. The second objective is to come up with some screening for a port-a-john. It used to be hidden behind the garage. We want to do some improvements there. The one thing he has to work on, underneath the portion of the concrete pad where the garage had been built on, there are remnants of the old saw mill that used to belong to the family who owned the Heller Homestead. That is considered historic and he has to do some investigation and get somebody out there to look at it. The garage was put up in the 50's. He will have to look at that before they remove the pad.

Jack showed the group an old map of the Heller Homestead. He showed what the old bridge looked like over the Saucon Creek. Pointing to the plans, he said if you go there now, the road is actually more this way and look over near those concrete pillars, that's where the bridge was. He showed where the main house, the Widow's house, the root cellar, the garden, the barn ruins were. He showed where the garage was and said there used to be a saw mill there. Between that and the creek, there was a little train that ran all the way down and went across the Saucon Creek and went up to the Thomas Iron Works. Donna said down Creek Road is a new development, Stever's Mill.

Jack said the Stever's ran the saw mill. Dave said there are ruins all over. When you come in Kings Mill and make a right, the house there was owned by the Michael family. They all grew up and lived in that old farm stone house.

- **Polk Valley Park** – Jack said we had indicated we received approval for the park entrance sign and that's been ordered. The only holdup was when they were processing it, it was only one sided, so we had to get another estimate. That is ordered and as soon as we receive it, it will be installed. If you've been out there, you've seen that All Seasons Landscaping has completed the work on Phase II improvements. There are a lot more trees, shrubs and plantings. The Dog Park was opened and people are using it. The aeration and slit seeding of the multi-purpose fields were completed in October. Up in the top parking area in the infiltration areas, people don't know what it is. It's there for infiltration purposes. We're trying to come up with a way to keep people out of there. The stones get disturbed. What we propose to do up in that area is put in some large stones. Jack had asked Del Val to go up and do some final inspections this year for the fields, so we are awaiting the final inspection report from them. The lawn mowing contract we have that this year with Hillcrest. They've done a good job and it can be renewed for another year at the same price. We had spoken to the school district about going in with them on the lawn mowing services, but we decided to stick with Hillcrest for next year

Pete Kowalski and Ron Bracalente were present at the meeting from Lacrosse. They said the PVYLL that the boys Lacrosse program is part of is now the Leigh Valley league. When they started they had more teams than we did and it kind of reversed and we now have eight or nine Leigh Valley teams in the league. They will have five teams this year. The good part of that is the driving for the parents. All the games are in the valley. They have U-9, U-11, U-13, and U-15 running back to back as on game days a lot of families have multiple kids and that way they can watch all their kids play. They want to have a day where they can do a fundraiser. It would be their five teams and opposing teams, so it could be about ten teams. The idea is to have a tournament and have some tents set up with food and beverage.

Dave said every home does that and it would seem pretty easy to do. Every team in the league may not be able to do that. We talked about this a couple of years ago that we would allow the teams to sell things and set up a tent as long as they didn't make a mess and they take everything with them when they leave. We even talked about a fee, but then made it a "no fee" which makes sense for our non-profit teams. It would be a nice trial run to see how things go.

Jack said the only concern is the vendors coming in. If we talked about anything being sold like hot dogs, sweat shirts, and it goes back into the league, that would be okay. In the email from the Lacrosse coaches, it said the vendors would be selling merchandise. Dave asked what would they be selling? The coaches said cross gear equipment. Dave said do you actually think they would do well on something like that? The coaches said yes they would. A lot of tournaments they go to, there are about 200 people there and you set the stage that this is the alumni day of the season and invite grandparents, friends, etc. This is the day to come. Dave said he thinks we did talk about this. If you have somebody coming in, you have to present it to us that it's a fundraiser for Lacrosse. Whoever comes in, if you have to pay them for their wears and their time, that's up to you, but everything is under your purview. The coaches said they would actually control the situation and do it almost like a Musikfest where you would buy tickets and then there are no transactions. Dave said we don't want vendors coming in setting up shop and selling. The profits have to go to the league. If you are picking up ten cases of soda, obviously we know you are paying for sodas, and you are selling the sodas to make a profit and making some money for your non-profit league. If you have someone come in and they are selling those items, there are some legal ramifications for us, as a community, because we have public land set up and can't have private vendors coming in for profit organizations. The coaches said they will investigate it further. Dave said however you ask in the future, you are having people come in under your program and you are controlling the money that's exchanged. The coaches said when you go to a sporting event, you go

and buy a hot dog and pay \$2.00. If there is a vendor there, you are paying retail. They are going to tell the vendor that they need a deal and part of that deal is they have to give part of the profits to the Saucon Valley program. Dave said he doesn't care about the cost, and we shouldn't even use the word vendor. From our perspective on these particular grounds, it's the league that is selling the stuff. Just like a soda, you are buying it and then selling it out of a cooler. The coaches said this would be run by volunteers, parents and the coaches. Dave said from here on in, there are minutes to this meeting. The management is by the Lacrosse league. How it is being done is all by the Lacrosse League, all because we are not even set up to bring vendors in on the public land yet. Maybe one day we will. Jack said before bringing in vendors, we have to find out about insurance, etc. Dave said either we have to keep it simple and the Lacrosse league is doing everything, who you bring in, what merchandise you are selling, everything like that or you have to register, license, etc. The coaches said they are talking about ten tents maximum. Dave said he'd like to see it. It's a showplace we have up there. We have to figure some things out. The coaches said the season starts in March and they are thinking of doing it in late April. Dave told the coaches to email him what they think they are going to have. What outside people are going to come in and we'll try to look at it and work it out. Jack said we'll have another meeting in January and talk about it again. Dave said the bottom line is we want the community to be more involved. We want the kids to be more involved. However we do it, we want active and passive recreation, so anything that promotes it, he's all for it. Send him and email on how many tents and about where they'd be set up. It should be closer to the parking lot. It's probably the flattest area. Jack said we can talk about that, but the biggest issue is we have to get it past Council to get it approved. This group then has to make a recommendation. Dave said send to him what people you want to have come in and then let's look at that and the impact it really will have. We'll talk to the Solicitor also. We'll have to find if they have to sign a hold harmless, give us a Certificate of Liability, all those kinds of things. We want to try to avoid that somehow, but we do have plenty of time and might as well do it right. Who will come in and what their type of business is, what you think they are going to sell, how much trash you are going to generate, are you going to take the trash away, how much foot traffic is going to be around, should they be next to the path, right next to the path? The coaches said they will spread out the start times. Dave said it's not going to be like the parking lot will be full. The coaches said it will be a steady flow. They will even have some volunteers to direct the traffic. They'd probably like some flexibility of a Saturday or Sunday depending on the other teams. Dave said he's looking forward to the first event and someone coming in and saying they want to have ten teams there and have a trolley bringing people from parking lot to parking lot. The coaches said with this Lehigh Valley League, the opportunity is now there to do it. They said they will get the information to Dave. They also asked if they could put banners up there during their season just like baseball and football do. Generally they get put up in the beginning of the season and taken down at the end of the season. Sheri said they are usually sponsored by local businesses. Jack said at Dimmick Park it is different as they have the maintenance and offices right there. It's different at Polk Valley Park as we are still developing it. Dave said this is good. All these things may take a year or two, but we'll work it all out. The coaches said we have to build the kitty. There are a lot of kids who don't come out for Lacrosse because they can't afford it, so the League tries to help them out and do things like that. Dave said the bottom line is you are volunteers for this league and we are volunteers here at the Parks & Rec. We are all trying to make the community better. If something like that helps, how we work it out, we don't know yet. That will be on the agendas next year and we'll talk about it. He thinks we can work out a special event. The coaches said they have never done it before, but now that they have their own league, they'd like to do something like the other teams do. If this works out, the home team could really benefit. Dave said it's a great place and we built it to use it.

- **Kingston Park** – Jack said we started doing the roadways, parking lot and the trails. Those are being dug up and the geo-fabric and the stone sub-base are being installed. That will be completed this year. In spring, Public Works will put in asphalt paving and pervious concrete.

- **Saucon Rail Trail** – Jack said Donna has been at all the meetings. Hellertown and LST have representatives. We have had three meetings. SEPTA is ready to approve the lease agreement at their December 17, 2009 meeting. For the Township and Borough, sometime in January, they will set up a time convenient for everyone, and will walk the rail trail in Lower Saucon. The idea is to get staff and the consultants to come up with recommendations. He wants to make sure they look at safety features for 2010. It will be a trail people can walk on in LST. The Jersey barriers will remain up. They are using the name of Saucon Rail Trail right now. It's not 100% approved yet. It gives you an idea that it's flat. Dave said No. 3, they all agreed to this? Jack said Upper Saucon and Coopersburg don't have representatives yet. They've had meetings, but no reps from Upper Saucon and Coopersburg have attended. He is working on a proposal with Lehigh University on doing an analysis on the Old Mill Bridge. The last thing he has is the High Street Bridge which is a real popular topic. That's the bridge that is owned by Norfolk Southern Railroad and they wanted to demolish the bridge. Their idea was to fill in the cut with slag and pave it. That would be the road. We have been trying to tell the PUC that if that happens, it would block our eventual linkage with the Bethlehem Greenway. Bethlehem wants to link with us. Dave said the trail goes under the bridge and it's the old wooden bridge. Jack said yes. Dave said can't we put a culvert in? Jack said that's what they've been asking for since the beginning. Norfolk Southern just wants to get rid of the bridge as it's a maintenance headache. They own the bridge and the trail. The road is Bethlehem on the west and Hellertown on the east. They told Hellertown and Bethlehem, they'll knock down the bridge and you guys put in a new one if you want to. No one has money for that. The bridge that goes over the Saucon Creek is on the list for tip money and that's all tied up. That bridge needs some repairs. They've been getting the attention of DCNR who is supporting this now. PennDOT is involved also. They've been saying we need to keep that trail open. There's a section from Bachman up to High Street which is private property. It's not being used. Hopefully, we can reach some agreement. That is something we are continuing to work on.

Donna said she was at a meeting recently on the footings for Rails to Trails. It was run by the Appalachian Hiking group. We had talked before about connecting trails. Through the Rails to Trails meeting, we talked a lot about millings and screenings. Millings are what they do when they take up an old highway and they are going to replace it. They take up the old highway and grind it all up and the millings can be gotten from the State for free. There's a possibility we could stockpile them along the track until we need to use them. Screenings are what are left over when these quarries make different sized gravels. Screenings are basically leftovers which are very, very fine stuff. It's sold extremely cheap. Both of these were mentioned as possibilities for the trail. It's cheap and when you lay it out and it's compacted, it makes a great place for bikes and hikers, runners and so forth. Dave said they talked about screenings and millings before. Jack said there is a community park in Upper Saucon which used that, so they are going to take a look at it. Dave said yes, that's a good example, they have screenings in Upper Saucon at Preston Road. Upper Saucon also agrees to use the screenings. Dave said the ultimate surface, as screenings, is a good surface, but he doesn't know that you can put it down there first. That's actually what the old running tracks used to be.

Jack said on the Township website, under Parks & Recreation, there is a tab called the "Saucon Rail Trails" which explains about the Rail Trail Advisory Committee and it also has the minutes there.

- **Grants** – No update.
- **Volunteer/Scout Projects** – No update.

## 6. Old Business:

- **Draft Pest Management Policy** – No update.
- **Draft Policy for Use of Township Parks & Athletic Facilities** – No update.

- **Report from Agronomist/Turf Management Specialist** – No Update.
- **Christ Lutheran Church Ball Fields - Update** – Jack said this should be finalized shortly.
- **Hellertown – Lower Saucon Skate Park Concept** – No update.
- **Joint Recreation Study Committee – Update** – Jack said the committee has met twice and that’s the group that is representing us from the Township, Borough and School District. They are in the midst of working with Bob Frey, the Athletic Director from Saucon Valley High School. He’s put together an inventory of all of the recreation facilities in the Township, Borough and School District. We want to indentify exactly what’s out there and then we are going to have a meeting with the sports groups. We plan on talking to the sports groups about what their needs are. The idea is to put together, in the next couple of months, a master list of everybody who uses the facilities, how many facilities there are, the frequencys, the activity, that kind of thing. This way everyone can look at it and get a handle on what we are talking about. We’ll then move into other issues as maintenance.

7. **New Business:**

- **Policy on Vendors at Sports Events at Township Parks** – Talked about above.
- **Meeting Dates for 2010** – Jacks said the only date we have to look at is Monday, April 5 as that’s an Easter holiday for the Township. Dave said it’s okay to make the April meeting on Monday, April 12.
- Jack said there are two plans here. The big one is Woodland Hills Country Club. They are doing away with the course. Originally, they were going to keep part of the course. Now with the new plan, they understand it’s all residential and they are going to keep the Clubhouse.
- Jack had a handout showing all the lands owned by Hellertown, Lower Saucon Township and the SV School District. Donna said it says Hellertown owns 37 acres by Polk Valley Park in the column “Special Purposes Facility”. Have you talked to Charlie about whether in the future, they would make that part of Polk Valley Park as it’s right next door? They call is the “Farm Property”. Jack said they’ve talked in general about linkage, but there hasn’t been any discussion. The Compost Center has been installed. The rest of it is leased out to a farmer. One thing would be a trail access which was discussed and he’s sure the Borough would have no objection. There’s no access to that land. Dave said the community owns the private park. Scott said they own it, but it’s for a specific purpose and they don’t want you walking around it. Jack said the Lutz-Franklin Schoolhouse is leased to the Historical Society. The Kingston Park is the park which you can walk around, sit on a bench, and enjoy it.
- Jack said he emailed John Sweeney and Bill Ross and told them if they can’t make the meetings, they might want to submit their resignation and he can then advertise the vacancies. John started traveling right after he came to the P&R Board. It’s almost a year since he’s been here at a meeting.

8. **Adjournment:** Motion by Dave, second by Sheri to adjourn. All in favor. The time was 8:22 PM.