



Board of Parks and Recreation

South Whitehall Township
Lehigh County, Pennsylvania
January 13, 2020

BOARD MEMBERS IN ATTENDANCE:

Gregg Spence, Chairman; Katrina Idleman, Secretary; Steve Walck, Mark Ackerman, Dave Keppel, Keisha Champagne

BOARD MEMBERS ABSENT:

Bill Glose

STAFF IN ATTENDANCE:

Mike Kukitz, Park and Recreation Manager, Randy Cope, Director of Township Operations

OTHERS IN ATTENDANCE:

Mike Lilly

Minutes – January 13, 2020

AGENDA ITEM # 1 - CALL TO ORDER

Chairman Spence called the meeting to order at 7:02pm.

AGENDA ITEM # 2 - ACCEPTANCE OF MINUTES

- A. Acceptance of the November 11, 2019 Meeting Minutes
Accepted by Katrina Idleman and seconded by Steve Walck

AGENDA ITEM # 3 - CORRESPONDENCE

- A. Mike K. reported that the DCNR Jordan Creek Greenway close-out materials were successfully submitted.

AGENDA ITEM # 4 – OLD BUSINESS

- A. Project Update
- a. Grove Street
 - i. Mike K. reported that we have received the new custom panel and baby swings for the playground and will be installing them shortly after the township employees are moved into the Roma building.
- B. Friends of SWT Parks
- a. Mike K. discussed a few ideas of what the group could 'look like' such as a simple volunteer group to a fully organized 501c(3) organization. Mark A. suggested that we start by adding volunteer opportunities to RecDesk, through our online media, and through a resident mailer. Dave K. suggested that the information also be sent

through the various school district groups. Randy C. stated that for it to become an official 501c3 it would take 12-18 months. Keisha C. suggested we start gauging interest through a few volunteer projects. Mike K. stated he will start to put volunteer opportunities together and research making an official 501c3 group.

C. Open Space Fund Report

- a. Mike K. reported that there was no change in the open space fund report from our previous meeting. Randy C. stated that we went slightly over budget with the 2nd phase of the Jordan Creek Greenway trail project. Randy C. stated that if additional funds are needed from this account to cover the additional tree work and fencing needed, he would bring that to the board in February. Mike K. reported that there are no updates from the Crackersport Road DC project. Keisha C. asked if there is an update for the two outstanding balances owed. Randy C. stated that the Blue Barn Meadows project was phased into three phases with the first two phases being completed, phase 3 may happen in 2020. The Elysium project is a bit trickier and we may not see those funds for a while.

D. Youth Groups and Field Usage

- a. Mike K. tabled this discussion until after the Youth Group meeting scheduled for February 13, 2020.
- b. Randy C. stated that the baseball field (field 3) in Covered Bridge Park is not used often and would be better suited as green, open space. Randy C. also stated that we have met with SPYA and have discussed moving the batting cages. Mark A. made the motion to remove the backstop and baseball related amenities from field 3, seconded by Katrina I., passed unanimously. Keisha C. stated that she has heard from some residents that our fields are not as nice as surrounding municipal fields. Mike K. stated that we would check field conditions. Randy C. stated that all groups need to continue to drag the fields and complete routine maintenance after practices and games. Randy C. stated that neither the school or the township charge for the youth groups to use the fields. Randy C. also stated that we do not have facility rental rates established for outside groups who may want to rent the fields. Mike K. will look into rates from surrounding municipalities to possibly create a standard field usage and rental agreement which could be implemented as early as 2021.

AGENDA ITEM # 5 - NEW BUSINESS

- A. Directors Report – Mike K reported on monthly highlights:
 - a. Capital Campaign Funds raised to date are just shy of \$15,000
 - i. With Dorney Park as Title Sponsor for the Project
 - ii. The active campaign asks are being tabled until the move to Roma is completed
 - b. Tree & Bridge Ceremony was a great success
 - i. estimated 1,500 people in attendance
 - c. Learn to Snowshoe – New program in March
 - d. Reviewed of all Spring/Summer 2020 Programs and Events

B. Covered Bridge Park Update

- a. Mike K. informed the board that both he and Randy C. are continuing to work with Playworld on the design and updated color scheme for the playground. An updated rendering will be available for the board to review at our February Board meeting. Randy C. stated that the permit it submitted and in review with DEP and the bid package for the concrete work is being put together. We will be keeping the 8' colored and stamped concrete walkway and possibly adding a pavilion.

C. DCNR Grants Update

- a. We will be applying for a Vistas Park improvement grant in 2020
- b. We recently received a Kohler Ridge DCNR grant award of \$19,700 to create a master plan for this new township park property
- c. We recently received a \$150,000 DCNR grant to aid in the design and permitting of the Jordan Creek Greenway trail east from Wehr Mill road to Cedar Crest Boulevard.
- d. DCNR Land Acquisition grant for Kohler Ridge was denied

AGENDA ITEM # 6 - COURTESY OF THE FLOOR

- A. Mark A. asked for an update on our Open Space plan. Randy C. stated that we will be looking to budget for this plan in 2021. Randy C. also stated that we are currently looking into updating our Open Space fee.
- B. Mark A. also added that he really likes the idea of converting Grandlawn Park into a dog park if it is not being utilized by the youth groups, which has been briefly discussed at previous meetings.

AGENDA ITEM # 7 - ADJOURNMENT

- A. At 7:50pm, Keisha C. made motion to adjourn, Steve W. seconded the motion.