



Board of Parks and Recreation

South Whitehall Township
Lehigh County, Pennsylvania
January 11, 2021

BOARD MEMBERS IN ATTENDANCE:

Gregg Spence, President, Katrina Idleman, Secretary; Mark Ackerman, Bill Glose, Steve Walck, Keisha Champagne

BOARD MEMBERS ABSENT:

DAVE KEPPEL

STAFF IN ATTENDANCE:

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

OTHERS IN ATTENDANCE:

Anonymous (A Concerned Citizen), Diane Kelly, SWT Commissioner

Minutes – November 9, 2020

AGENDA ITEM #1 - CALL TO ORDER

- A. Gregg Spence called the meeting to order at 7:01pm.

AGENDA ITEM #2 - ACCEPTANCE OF MINUTES

- A. Acceptance of the November 9, 2020 Meeting Minutes
 - a. Accepted by Mark A. and seconded by Katrina I. (Vote – Passed unanimously)

AGENDA ITEM #3 - CORRESPONDENCE

- A. Subdivision Plan Review
 - a. 2020-108 Skilled Nursing Addition for Cedarbrook Senior Care and Rehab
 - i. Greg A. reviewed the plan which includes removing the old juvenile detention facility to build a three-story penthouse for skilled nursing. The plan will add 142,000 sq ft of floor space and create a new traffic circle and enhanced parking lot area. Resulting in 57,934 in additional square ft of impervious surface equating to a Rec fee of \$14,483.50. There was discussion about asking for a possible land dedication, but it was decided that this area does not have very much prime land and the township does not have any other land in that area dedicated to open space.
 - 1. Motion Made by Bill G. to accept Fees in Lieu of, seconded by Mark A.

- a. Keisha C. abstained, all other members voted in favor of, motion passed
- b. 2020-202 1420 N 22nd Street
 - i. Gregg A. stated that this is a simple project wherein the property owner would like to split his oversized lot into two lots to create a lot for his daughter. This project would result in \$2,500 fees in lieu of.
 - 1. Fees in Lieu of motion by Mark A. and seconded by Steve W.
 - a. Keisha C. abstained, all other members voted in favor of, motion passed

AGENDA ITEM #4 – OLD BUISNESS

- A. Projects Update reported by Mike K:
 - a. Covered Bridge Park Playground – Mike K. reported that we are waiting for the manufacturer to correct one panel and then the playground will be open to the public. Paving and minor landscaping will be completed as soon as possible but it may not happen until the spring of 2021.
 - b. Vistas Park – No New Updates
 - c. Kohler Ridge – The Kohler Ridge Master Plan is out. Consultants must respond to the RFP by the November 30th deadline. The goal is to have this Master Plan completed in 2021.
 - d. Jordan Creek Greenway – No update, Michael Baker is still working to complete the design from Wehr Mill Road to Lapp Road. Staff is also still working to secure all necessary land easements needed to connect the trail to Cedar Crest Boulevard.
 - e. Draft Fee Schedule – the board reviewed and discussed the draft fee schedule in its entirety. It was decided to remove the Mobile Food Vendor fee due to the wide variety of fees & no fees require by surrounding municipalities. Randy C. explained that this will be added to the townships master fee schedule and be presented to the Board of Commissioners by the end of December or early January to be implemented in 2021.
 - i. Motion Made by Kiesha C. to accept the proposed Fee Schedule, seconded by Katrina I. (Vote – Passed unanimously)
 - f. Friends of SWT Parks and Recreation – Mike K. explained some of the steps needed to make this a reality including having legal apply on behalf of the township and finding members to sit on this committee. Mike K. explained that this would be a new entity which would need a president, treasurer, secretary, etc. and needing to keep their own financial information, complete an annual 990, etc. Randy C. recommended that we look to add this to the scope of work when we update the township’s Park, Recreation and Open Space Plan. Further discussion recommended that we should also have information available at our events in 2021 and should look to see if we can share this information with the school district once we are ready to move forward with creating this committee.
- B. The Open Space Fund Report – Received \$10,000 from Blue Barn Meadows Minor Plan and received the outstanding \$59,070.62 from Blue Barn Meadows Major Plan. New balance

including these additions and the subtraction of the designated playground funds is \$337,834.32.

AGENDA ITEM # 5 - NEW BUSINESS

- A. Adopt-a-Tree – Mike K. reported out about this new program and urged all P&R board members to help spread the word.
- B. Holiday Event – Mike K. reported that we will be hosting a holiday lights drive-thru event in place of our normal Tree and Bridge lighting ceremony.
- C. 2021 Meeting Dates and Times – Board unanimously decided to remain meeting on the 2nd Monday of each month at 7:00pm excluding July, August, and December when the board will not meet.

AGENDA ITEM # 6 - COURTESY OF THE FLOOR

- A. N/A

AGENDA ITEM # 7 – ADJOURNMENT

- B. At 7:48pm, Kiesha C. made motion to adjourn, Steve W. seconded the motion.