



## Board of Parks and Recreation

South Whitehall Township  
Lehigh County, Pennsylvania  
October 11, 2021

### BOARD MEMBERS IN ATTENDANCE:

Gregg Spence, Bill Glose, Katrina Idleman, Jessica Beller, Terry Horn

### BOARD MEMBERS ABSENT:

Keisha Champagne, Mark Ackerman

### STAFF IN ATTENDANCE:

Mike Kukitz, Park and Recreation Manager, Randy Cope, Director of Operations, Gregg Adams, SWT  
Planner

### OTHERS IN ATTENDANCE:

Diane Kelly, SWT Commissioner

---

## Minutes – October 11, 2021

### 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 September 13, 2021 Meeting Minutes
  - a. Mike K. mentions a change regarding DED needing to be changed to DCED in the September Minutes.
  - b. Motion to accept by Bill G. and seconded by Katrina I.

### AGENDA ITEM # 3 - CORRESPONDENCE

- A. Letter received from resident regarding improvements wanted in Devon Circle Park (discussed during the September 2021 Park and Recreation Board meeting).

### AGENDA ITEM # 4 – OLD BUISNESS

- A. Projects Update reported by Mike K:

- a. Vistas – Working to bring a consultant on board this year (2021) with the hope of having an engineered plan for the park renovations completed by the end of 2022.
  - b. Kohler Ridge Park – Omnes has taken public feedback to create three (3) different design concepts for this park. We had 32 people sign up during our Fall Festival event to attend an on-site walk-through of Kohler Ridge Park. We also had a plethora of Design Concepts surveys completed at this festival.
  - c. Jordan Creek Greenway – No new updates. Still waiting for permits and working on the easement for the school district.
  - d. Covered Bridge Park Restroom – The restrooms are completed.
  - e. Jacoby Park – All play equipment has been installed.
  - f. Comprehensive Park, Recreation, Open Space & Trails Plan – The RFP is currently on PennBid and we expect having a consultant selected in 2021 to have this plan completed in 2022.
  - g. Community Garden – No new update.
  - h. Flood Mitigation RFP - The RFP is currently on PennBid and we expect having a consultant selected in 2021 to have this plan completed in 2022.
- B. The Open Space Fund Report – No new updates.
- a. Balance of \$416,320.21

#### **AGENDA ITEM # 5 - NEW BUSINESS**

- A. Wayfinding Signage – Looking to create wayfinding signage in Covered Bridge Park to make it easier for all park users to find their way throughout the park. We anticipate completing this project in 2022.
- B. New Pavilion – Pavilion rentals in 2021 are higher than any other previous year. The township is looking to construct a new pavilion on the east side of Covered Bridge Park as there is no pavilion on that side of the park. This structure will also serve as the townships band shell/amphitheater. There is a resident who is willing to donate up to \$50,000 to help construct this new pavilion. Gregg S. suggested that we look into purchasing some sort of canvas or backdrop that can be put up during concerts to create more of a ‘stage’ feeling.
- C. Multi Municipal Partnership – North Whitehall Township and Upper Macungie Township have both reached out to discuss possibly partnering on a summer program. This would start with just the Summer Playground Program but could potentially create a partnership for any and all programs that take place on Parkland Area School District grounds. This could help reduce costs by splitting the cost of some current programs that are open to all Parkland Area residents such as Swim and Gym, Yoga, etc. Jessica B. was concerned that this could potentially reduce our enrollment numbers and/or cause a reduction in applicants/staffing. Gregg. S. stated that with North Whitehall Township hiring a Park and Recreation Director it is showing a definite commitment so we should pursue a partnership. The boards consensus was that, although this may reduce enrollment numbers, it will ultimately benefit all residents and should be looked in to. Mike K. stated that our insurance company suggests that South Whitehall handle the administrative duties of the partnership

and factor that into the partnership costs. This will be much more efficient and effective than having multiple HR Departments, solicitors, payroll coordinators, etc. involved with the multi-municipal partnership.

**AGENDA ITEM # 6 - COURTESY OF THE FLOOR**

A. N/A

**AGENDA ITEM # 7 - ADJOURNMENT**

A. At 7:32pm, Katrina I. made motion to adjourn, Jessica B. seconded the motion.