



Board of Parks and Recreation

South Whitehall Township
Lehigh County, Pennsylvania
January 9, 2023

BOARD MEMBERS IN ATTENDANCE:

Katrina Idleman, Mark Ackerman, Terry Horn, Jessica Beller

BOARD MEMBERS ABSENT:

Keisha Champagne, William Glose, Jacob Roth

STAFF IN ATTENDANCE:

Gregg Adams – Planner, Chris Stroehler – Long-Range Planner

PUBLIC:

Olivia Marble – Lehigh Valley News

Minutes – January 9th, 2023

AGENDA ITEM # 1 - CALL TO ORDER

A. Katrina called the meeting to order at 7:01 pm.

AGENDA ITEM # 2 – ACCEPTANCE OF MINUTES

A. Acceptance of the September 12, 2022 - Meeting Minutes
a. Mark moved to accept the minutes as written; Terry seconded. All in favor.

AGENDA ITEM # 3 – CORRESPONDENCE

A. N/A

AGENDA ITEM # 4 – OLD BUSINESS

- A. Projects Update
- i. Vistas - Chris reported that the PA DCNR grant to support improvements at Vistas Park has been extended through 2024 and that the Township will be reviewing designs and budget this year with the Township Engineer
 - ii. Kohler Ridge – The Master Plan for Kohler Ridge is now complete and the grant has been closed out with PA DCNR.
 - iii. Jordan Creek Greenway
 - i. Phase I (Wehr Mill Road to Lapp Road) – Project is fully funded through PennDOT Transportation Alternatives Set-Aside (TASA) Program. The Township is working with PennDOT and Michael Baker International to finalize engineering and hope to be out to bid for construction in the second half of 2023. Terry asked if this included the area of concern along River Road. Chris responded that this area was removed from the PennDOT funding and would be constructed in-house. The trail construction will include a physically separated barrier between the road and the trail.

- ii. Phase II (Lapp Road to Cedar Crest Blvd at Parkland High School) – Chris reported that the Township is working with the engineer on preliminary engineering/design and that the cultural resource survey is being completed. Once the designs have been finalized and approved, the Township will look for construction funding likely next year.
- iv. Comprehensive Park, Recreation, Open Space & Trails (PROT) Plan – Draft plan received from consultants. Changing the name to the *Parks & Recreation Plan* since this plan focuses more on recreational programming and maintenance. The open space and trails components will be investigated in more detail during the implementation phase of the Township’s Comprehensive Plan. Planning Committee will meet towards the end of this month to review the draft plan and look at next steps towards adoption.
- v. SW Chase Playground – Structures to be removed this week, waiting on new playground equipment to be delivered.
- vi. SW Chase & Jacoby Basketball Courts – Resurfacing is finished.
- vii. Winchester Heights – Township is waiting on revised quotes for resurfacing and then will restripe these courts for dual tennis and pickleball use.

B. Open Space Fund Report – Gregg Reported that the current balance (\$413,261.46) at the end of 2022 has not changed in recent months. Gregg provided an estimate of what fees may be coming in throughout 2023, based on recent land development activities. 2023 estimated fees total \$144,614.00.

AGENDA ITEM # 5 – NEW BUSINESS

A. Subdivision Review

- i. Ridge Farms Final Plan Phase 1C
 - i. Gregg described the property location and general details of the land development. This development of 34 twin units will be accessed on the eastern side from Buchman Street, with an emergency access to the north on Dawes Street. The southeastern corner of the development will be the location for a detention basin and a small landscaped open space area with a pavilion, gazebo, bike racks, and benches. Gregg reminded the group that because the Ridge Farm development is a Traditional Neighborhood Development (TND) it has a significant amount of open space requirements baked into the development and therefore open space/recreation fees will not be required. Approximately 43% of the total Ridge Farms development is set aside for public open space.
 - ii. Gregg requested consensus of the board’s acceptance of the plan as submitted or if the group would prefer to see the plan after the next resubmission. Mark made a motion to acknowledge the board’s acceptance of Phase 1C as submitted; Jessica seconded. All in favor.
- ii. PSD New Operations Center
 - i. Gregg introduced the next plan between Interstate 476 and Stadium Drive. The primary use of this development will be for School District office personnel and food delivery on the southern end. During the day the parking lot will be used for employees, but on nights and weekends it will be used as overflow parking for sports and activities at the stadium. It is

estimated that \$21,251.50 will be collected in recreation fees for this project. Katrina called for a motion to accept fees in lieu of land dedication. Jessica made a motion to accept; Terry seconded. All in favor.

B. Election of Officers

- i. The Board discussed current membership and open positions. Prior to his appointment as a Commissioner, Jacob Roth had been a member of the Parks and Recreation Board but since his appointment as Commissioner, there is one vacancy on the Board. The group will look to find a volunteer to fill this position.
- ii. The Parks and Recreation Board bylaws state that the Board shall elect a Chairperson and Secretary and select all other necessary officers. Mark advocated instead for a President and Vice President and asked how it can be changed. Gregg said that this would require a change in the ordinance, but that the Board of Commissioners may already be looking at these types of details and any changes related to the Municipalities Planning Code (MPC) and First-Class Township Code. Gregg said he would follow up with Tom Petrucci. The Board would like to clean up the officer assignments if an opportunity allows.
- iii. The Board agreed to move forward with election of officers. Katrina nominated Mark to serve as Chairperson; Jessica seconded. All in favor. Mark nominated Katrina to serve as Secretary; Terry seconded. All in favor.

AGENDA ITEM # 6 – COURTESY OF THE FLOOR

- A. None

AGENDA ITEM # 7 – ADJOURNMENT

- A. Terry motioned to adjourn meeting; Jessica seconded. The meeting was adjourned at 7:31 P.M.