



Board of Parks and Recreation

South Whitehall Township
Lehigh County, Pennsylvania
June 12, 2023

BOARD MEMBERS IN ATTENDANCE:

Katrina Idleman, Mark Ackerman, William Glose, Keisha Champagnie, Matthew Peterson

BOARD MEMBERS ABSENT:

Jessica Beller, Terry Horn

STAFF IN ATTENDANCE:

Lynn Matula – Park and Recreation Manager, Chris Stroehler – Long-Range Planner,
Gregg Adams - Planner

PUBLIC:

Stephanie Ramsay (4017 Hampshire Ct), Hailey Adlard (4011 Hampshire Ct),
Lisa Mulrooney (4025 Hampshire Ct)

Minutes – June 12, 2023

AGENDA ITEM # 1 - CALL TO ORDER

A. Mark called the meeting to order at 7:02 P.M

AGENDA ITEM # 2 – COUTESY OF THE FLOOR

- A. Mark moved Courtesy of the Floor to the top of the agenda to allow three residents from Hampshire Court (Stephanie Ramsay, Hailey Adlard, and Lisa Mulrooney) to speak.
- i. The residents shared that they and their other neighbor Trevor Dombach (4004 Hampshire Court) had reached out to the Township to inquire about any planned improvements to Hampshire Court Pocket Park.
 - ii. Lisa expressed concerns about the lack of dog waste receptacles, tree maintenance, mulch, and a shed in need of repair. Hailey shared that she had been in contact with previous Township staff about replacing the stormwater grates near the park, which are very wide.
 - iii. Stephanie shared that the neighborhood has turned over significantly since she's lived there and now there is a resurgence of young children that live near the park, but it hasn't been updated for many years. Stephanie also shared that the shed that is falling apart doesn't seem to have been used for a long time.
 - iv. Mark explained that the Township Public Works Department maintains the Township parks and that the Board would get in contact with Herb Bender, the Director of Township Operations and Public Works Manager. Mark also gave a high-level explanation of how the Township looks at upgrading parks. Stephanie is very concerned about a dead tree on the north side of the park. Mark said that they would contact Public Works about the tree and the other items discussed.

AGENDA ITEM # 3 – NEW BUSINESS

New Business was moved up on the agenda to allow Planner, Gregg Adams to explain the new Subdivision/Land Development Projects ahead of the rest of the meeting.

- A. Subdivision/Land Development Review
 - i. Parking Lot Expansion – Allentown Cat Clinic: Major Plan 2023-102
 - i. Gregg described the project to expand the Cat Clinic parking lot by 12 spaces. The total recreation impact fee is estimated to be \$892.25.
 - ii. Katrina made a motion to accept the fee, Bill seconded. All in favor.
 - iii. Katrina asked if there were Township requirements for trees besides through the Shade Tree Ordinance. Gregg explained that there are also subdivision and land development requirements for trees. Gregg also shared helpful information about trees from the Shade Tree Commission and “The Tree Page” on the Township website.
 - ii. 1429 Eck Road Outdoor Storage: Major Plan 2022-109
 - i. Gregg explained the project is to develop a temporary parking location for truck parking. This facility will add over 112,000 square feet of impervious surface, generating an estimated fee of \$28,202.75.
 - ii. Bill made a motion to accept the fee, Katrina seconded. All in favor.

AGENDA ITEM # 4 – ACCEPTANCE OF MINUTES

- B. Acceptance of the May 8, 2023 - Meeting Minutes
 - i. Bill noted that the time of adjournment should be changed from 7:05 PM to 8:05 PM for the May meeting. Chris will make the change. Bill made a motion to accept the minutes as adjusted. Mathew seconded. All in favor.

AGENDA ITEM # 5 – CORRESPONDENCE

- A. No correspondence for this month.

AGENDA ITEM # 6 – OLD BUSINESS

- A. Program Update
 - i. Lynn shared that Parkland Area Summer Recreational Camp opened today and that enrollment has been expanded beyond the previous cap of 125 children. This allowed most of the families on the waitlist to register without putting additional stress on the sites or the counselors.
 - ii. Lynn explained the approach to working with food trucks at Township programs, especially with larger events like Concerts in the Park and Movies in the Park.
 - iii. Lynn explained that Tennis Lessons are continuing, but with a new instructor.
 - iv. Lynn also shared that Lil Athletics and Mad Science camps are full or relatively full.
 - v. Keisha brought up the changing demographics and age groups in the Township and the benefit of offering so many programs for youth.
- B. Open Space Funding Report
 - i. Chris shared there is a total balance is \$365,829.36 and there will be a projected amount of around \$17,000 being paid in chunks from a residential development.

AGENDA ITEM # 7 – ADJOURNMENT

- A. Matt made a motion to adjourn the meeting; Katrina seconded. The meeting was adjourned at 7:52 P.M.