



Board of Parks and Recreation

South Whitehall Township
Lehigh County, Pennsylvania
January 8, 2024

BOARD MEMBERS IN ATTENDANCE:

Mark Ackerman, William Glose, Jessica Beller

BOARD MEMBERS ONLINE

Keisha Champagnie, Matthew Peterson

STAFF IN ATTENDANCE:

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

ABSENT:

Terry Horn, Katrina Idleman

Minutes – January 8, 2023

AGENDA ITEM #1 - CALL TO ORDER

- A. Mark called the meeting to order at 7:01 P.M

AGENDA ITEM #2 – ACCEPTANCE OF MINUTES

- A. Bill made a motion to accept the November 13, 2024 minutes, Matthew second, all were in favor.

AGENDA ITEM #3 – CORRESPONDENCE

- A. None

AGENDA ITEM #4 – OLD BUSINESS

- A. Mark volunteered at both events- he helped work the Recreation Table at the Tree Lighting and the Fernwood Candy Cane Hunt. He felt both went very well and had great crowds. He thanked Lynn and Public Works for their work on the events. He relayed how the neighborhood enjoyed having the Candy Cane Hunt in their park. There were about 15/20 kids.
- B. Keisha agreed. She volunteered at both the Tree Lighting and at the Candy Cane Hunt at Springhouse West Park. They had 30-40 kids and lots of donations to Parkland Cares. Fire Department was interactive as well. Keisha made note that it is hard to coordinate something at 4 different locations, she felt it “ran like clockwork” and thanked Lynn.
- C. Matthew volunteered at both as well. He was at the Vistas Candy Cane Hunt with about 25 kids and felt it was well attended. He reiterated that people enjoyed having these pop-up events in their backyards, and that Public Works set up so quickly he couldn’t even help.
- D. Lynn mentioned staff had discussed going back to one location for the Candy Cane Hunt for logistical reasons, and to add a bit more to the event in terms of vendors or activities. Although this would be beneficial, staff understand the residents enjoy it in their neighborhoods. So, staff will look to keep 3 locations in 2024 rather than 4- Covered Bridge, Vistas, and Springhouse West.
- E. Chris brought up the idea of vendors. Lynn agreed that would be great and it is something she is already looking to include but on a small scale such as one hot chocolate vendor at each location in 2024. Lynn mentioned that if we would like vendors, we will most likely be charged to have them as

they will not make their minimums if the event is at three locations. We will just need to be prepared for that.

AGENDA ITEM # 5 – NEW BUSINESS

- A. Major Plan 2023-107 81 South Cedar Crest (Residential Sketch Plan)
 - a. Gregg Adams introduced the project to the board and explained the staff recommendation of Recreation Fees in Lieu of. The Board discussed the history of the parcel and are interested to see the final plans of this project.
 - b. The Board discussed how the parcel backs up to a walking trail in the Allentown Rose Garden and noticed that if the sidewalks and walking trail laid out in the developer’s plan were to connect to the Rose Garden, it would greatly increase the walkability of that section of Cedar Crest. The Board asked Gregg if they should make an official recommendation for this, Gregg suggested approaching the developer first with this soft recommendation.
- B. Major Plan 2021-102 Nestle Purina Wastewater Treatment Upgrades 2023-104
 - a. Gregg Adams introduced the project to the board and explained Staff is recommending Recreation Fees in lieu of.
 - b. Nestle is upgrading their drainage to meet DEP Standards. Nestle has been working on a solution to this issue for quite some time. Nestle has purchased land to build a water station on, that is all that will be built on this parcel.
 - c. This parcel could be useful in completion of a section of the Jordan Creek Greenway. It is early in this project, but when applicable, staff will discuss possible trail cooperation with Nestle.
- C. Election of Officers
 - a. Mark informed the Board that he and Katrina had volunteered to alternate the Chairperson position. He did not feel comfortable proceeding with elections without her present.
 - i. The present Board members were in agreement. The Election of Officers is tabled until the February meeting.

AGENDA ITEM #6 – COUTESY OF THE FLOOR

- A. None

AGENDA ITEM #7 – ADJOURNMENT

- A. Matt made a motion to adjourn the meeting; Jessica seconded; all were in favor.
- B. The meeting was adjourned at 7:38 P.M.