

Parks and Recreation Board (PRB) Minutes

8 August 2016

1. Attendance

PRB Members Present: Sue Ziegler (Chairperson), Doug Litzenberger (Vice Chairperson), Frank Hollenbach (Recording Secretary), Bill Ryker, Sandy Rice.

Also present: Michael Brown (Township Manager).

2. Call to Order - Chairperson Ziegler called the meeting to order.

3. Pledge of Allegiance

4. Minutes

Mr. Hollenbach had provided the approved minutes for the 3/14/16 PRB meeting to the Township.

Mr. Hollenbach provided draft 4/11/16 minutes for review. Mr. Litzenberger motioned for approval, Mr. Ryker seconded. Motion passed unopposed.

Mr. Hollenbach provided draft 6/13/16 minutes for review. Mr. Ryker motioned for approval, Mr. Litzenberger seconded. Motion passed unopposed.

Mr. Hollenbach provided draft 7/11/16 minutes for review. Mr. Ryker motioned for approval, Mr. Litzenberger seconded. Motion passed unopposed.

5. Budget Report

Mr. Litzenberger reported no activity since May. The township is not allocating maintenance/road crew hours as a budget item at this time. Ms. Ziegler reported the 2015 LV Grant check was for \$4912. She has recommended for the LV Grant again in 2016. The \$81 collected for the scrap metal in 2014 went into the General fund (as opposed to the PRB's budget directly). Discussion that PRB is getting significant support from outside funding/donations and in particular volunteer hours. Suggestion was made to record the volunteer donations and hours as part of the annual budget presentation in order to capture total costs.

6. Township Manager Report

Mr. Brown reported that he received notice from the PA State concerning a Grant reimbursement audit. There was a compliance audit with respect to the Grant reimbursement. Since grant originally specified amenities such as a playground/swings/etc, and that sign did not include wording about Marcellus Shale funding source, the auditor thought there should be a downward adjustment of ~\$12K. There was no further action at this time.

Mr. Brown reported that the hay lease farmer applied potash to the field last week. The farmer was applying Banval herbicide this week and had an equipment failure. This application was outside the publicly posted two week window that was previously agreed to by PRB and farmer. Ms. Rice expressed concern over the application of Banval outside the window. The farmer did not notify the township as agreed at July PRB meeting.

Mr. Brown mentioned that the township is not cutting hay on the parcel of field above the municipal building and adjacent to the elementary school.

Mr. Brown reported that the NPDES permit is still not closed, but is getting closer.

7. PRB Chair Updates

Ms. Ziegler went to a PA State Extension Grant writing workshop. She recommended the quality of the workshop as being very straightforward and well documented. Approximately 40 people attended. Speakers that provided information and guidance included: State Senator's administrative assistant, Trexler Trust for nonprofits in Lehigh County, and LV Community Foundation director.

8. Public Comments

Hans Reimann, EAC, has made contact with the property owner adjacent to the park with the dump near the park property line. There is a plan to meet and develop a plan to remediate. They will have access to the dump through the property. Mr. Reimann mentioned he has spoken with Mark Brownlee, Archwilde, concerning a native grass plan. Mr. Reimann suggested that the application methods being used by the hay farmer and fact of hay farming in the park may not be a compatible use. There was discussion about the native plants that were planted in the meadow on 7/4/16 and that survival rate was very high and plants are doing well.

9. Budget Presentation to Board of Supervisors (BoS)

Mr. Litzenberger presented two charts with 2016 actuals, 2016 planned, and candidate 2017 plan. There was discussion on the reforestation project with Mr. Reimann, EAC. Mr. Hollenbach suggested that the EAC revisit and update the plan that he and Ms. Kruchinski worked on last year such that PRB could have a plan that is actionable. There was discussion that funds for benches at the park would be expended this year. The park sign was purchased. Other projects include that the Rail Trail will probably have some legal expense this year with the SEPTA lease. Regarding the Zion Hill church basketball hoop, it was suggested to establish a policy for working with non-profits in the township. Additionally, PRB should look at acquiring some agreement for public access. There was discussion about supporting the Lime Kiln restoration on Woodbyne Road. There was discussion about some type of parking for the Fuller Preserve on either Walnut or Grouse Lane to supplement the public access allowed by the Heritage Conservancy. There was suggestion to provide an allocation for Rail Trail amenities in 2017 that would not be covered by the Bucks County funding. An estimate of \$15K for trash receptacles, benches, signage, etc was provided. The target for the budget presentation is the 8/23/16 BoS meeting.

There was discussion about the Lime Kiln. The Historical Society provided an estimate to preserve the Lime Kiln of \$15K. Mr. Brown mentioned that the historical society would possibly take over maintenance. The Historic Commission advised the BoS on historic structures in the township.

10. Park Benches

Ms. Rice led discussion on park benches. She reported that the turnaround time of 3-4 weeks from order to delivery. Patterson-Williams catalog was reviewed. Mr. Brown will check if the vendor is PA COSTARS registered. PRB is considering 3 park benches in 2016 – two by paved path / parking lot and one at the top of the hill. Ms. Rice will speak with Vendor and get municipalities in the area that have purchased benches.

11. Branding

Mr. Ryker led discussion on branding and is compiling photos of various items around the township that have some form of signage – Historical society, Peppermint Park, Police, etc. Open space signs are blue for County, brown for Township, and blue for County agriculture. Work is in progress and he anticipates having a draft prior to next PRB meeting.

12. Work List Items

Mr. Hollenbach recommended allowing the volunteer to cut the meadow grass area that was recently cut by the Township. This second cut would be at a high level, but would primarily re-cut the grass that is laying down. Mr. Hollenbach then read through a list of tasks for future work. He will provide an updated list prior to next PRB meeting.

13. Trail Updates

Mr. Hollenbach mentioned that the PHTN meeting would be held at Springfield on 8/29/16. Since John Brunner retired, there is a replacement, Tricia McCloskey.

Mr. Brown mentioned that BoS approved the concept of a lease with SEPTA. There is still a question about the maintenance of the entire 120ft Right of Way. PUC permission is required to remove railway grade crossings (Mine Road) and the County will take of this issue..

14. PRB Comment

Mr. Hollenbach suggested that the PRB work on a permit process for utilization of the park. This would be coupled with the Township property usage policy that Mr. Brown is working on for the township.

15. Adjournment

Mr. Litzenberger motioned for adjournment. Mr. Ryker seconded. Motion passed unopposed.

Respectfully submitted,

Frank Hollenbach

PRB Recording Secretary

Next meeting: 7:30 PM, 12 September 2016

Minutes Approved: Monday, 12 September 2016