

**MINUTES**

**RECREATION AND PARKS BOARD**

**LOWER ALLEN TOWNSHIP**

**REGULAR MEETING**

**August 22, 2007**

**The following were in ATTENDANCE:**

**RECREATION AND PARKS BOARD**

Scott Duncanson  
Susan Parry  
Robert Pelles  
Greg Mahon  
Robert Edwards-Recording Secretary

**TOWNSHIP PERSONNEL**

Donna Paul, Township Representative  
Flora Dasher, Assistant Recording Secretary

Mr. Duncanson called the Regular Meeting of the Recreation and Parks Board to order at 7:10 p.m.

**APPROVAL OF MINUTES**

**Approval of Minutes from May 23, 2007 Meeting**

**MS. PARRY** moved to approve the Minutes from the May 23, 2007, Recreation and Parks meeting as corrected. Ms. Paul pointed out two changes that need made. Page 2 says Ms. instead of Mr. and on page 4 “possible Music in the Park logo contest” should read: Another suggestion was a possible logo contest for trail markers for certain trails to be held during Music in the Park. **MR. PELLEES** seconded the motion. Motion carried 4-0.

**PUBLIC COMMENT**

**Park of the Month – Yellow Breeches Park - Casey Johnson**

Casey spoke on the Eagle Scout project. He completed his project at the park and offered photos to share with the Board the before and after pictures of the work done there. Casey was impressed with the township in putting up signs about park closing at 11 p.m. and park rules. Township also put a chain across the entrance to avoid 4-wheelers coming in. Casey was disappointed that all the trail marker signs were all tore down. Casey does not have the “financial backing or manpower” to put the signs back up. The posts are still there and the metal signs. The trail has maintained itself with little vegetation growing up through the trail. At the entrance there needs to be more gravel or fill because rain washes the fill out leaving puddles and mud.

In conclusion, Casey is impressed with the work ethic from himself, fellow boy scouts, and adult

leaders that helped. They got a lot done in the couple days of work but was disappointed with the vandalism that took place.

Mr. Duncanson said since signs are posted things should improve and agrees that it is disappointing. More activity is anticipated with the new boat launch at Lower Allen Park. Mr. Duncanson commends Casey for his efforts and notes that this is a great project and it is really a great start to that park which really did not have anything for a number of years other than the gardens. Commissioner Black agreed that Casey should take pride in his work and efforts on this project. Police are aware of the vandalism issues. More signs have been posted: one is at the entrance of the park and the other is by the garden. Picnic tables were removed and found in the Yellow Breeches and they were chained down. Ms. Paul will pursue further formal recognition from the Board for Casey. Mr. Edwards will see that Casey gets a written a letter stating the project is completed for him to finalize his Scout work. Mr. Duncanson included a picture of the Commissioners and Casey at the park in the Fall township newsletter.

Mr. Duncanson inquired about the garden plots and asked Ms. Paul if there is any concerns from the public. Mr. Duncanson says there is plans to put a combination lock on the well pump and asked if there was any other concerns. There is no complaint on the lots being too small or too big. Ms. Paul suggests the lots are popular and they probably would like more because they are popular. She doesn't get complaints about the water due to the creek being there and people bringing their own bottled water.

### **Parks for Pooches Report**

No one attended this meeting to speak. Ms. Parry asked if we as a township have been hearing anything from them. Ms. Paul hears from them periodically and mentioned that they would really like to see water installed at the dog park in the very near future. They suggested installing a faucet to fill dog dishes. They have money to contribute toward the cost but don't have enough. They are working a letter to submit to the commissioners and township manager.

### **LIAISON REPORT**

The Board of Commissioners approved the purchase of a new Infield Machine. The Board has spent a great amount of time on two land developments. The first being the Lesher sub-division land development on Lisburn Road and the second being Liberty Forge land development.

Regarding the Lesher land development, there is plans being made by the developer to draw up sketches of their plans and present them to the Recreation and Parks committee for input at the September meeting.

The Board of Commissioners is beginning to look at budget consideration processes for next year and suggested that Recreation and Parks Committee consider their recommendations to include in the next annual budget cycle.

Regarding Liberty Forge, they are proposing that everything within there would be private, all the recreation, streets, utilities etc but there is an indication in their initial presentation that they

might make it available to the public. The predominant thing is the golf course.

### **RECREATION AND PARKS STAFF REPORT**

Township recently applied to Cumberland County for a community development building grant(CDBG) in the amount of \$64, 678.00 for ADA restroom and concession improvements and pathways at Pete's Field and also ADA pathways at Beacon Hill Park. Ms. Paul offered for viewing a copy of the locations of the pathways.

A light at Beacon Hill pavilion will be installed and also a water fountain by the end of September at Sheepford Crossing Park. A new sliding board was ordered and should be arriving soon. Mr. Kaiser took care of a lot of the high priority safety concerns at all of our park tours.

Ms. Paul handed out a memorandum with Parks Operational Staff completed tasks for the months of May, June and July.

The weather was great, the attendance was down maybe because of the 4<sup>th</sup> being mid-week, and the biggest issue was the Coke. She suggests cases of cans of soda for next year because the cylinders were a mess. Ms. Parry suggested charging a nominal fee, or one per customer for ice cream because people grabbed handfuls. Ms. Parry and Ms. Paul suggested more helpers for next year because it is a great deal for just two people to handle. They both commended Sandy for her help.

Music in the Park went well and the attendance seemed to be up and the weather was perfect. Concession stand profited well and always had a long line and was pleased. Ms. Parry asked if this project takes a lot of time. Ms. Paul replied in saying that it takes a lot of time getting donations. She sends out letter to local businesses in the community.

Ms. Paul spoke on the mini grant program. The first round was for Highland Park to beautify their park with additional perennials, the second was for Allendale and the third round deadline date is November 1<sup>st</sup>. Committee meeting is next week to see if grant will be approved for Allendale for more lighting at the mall.

Ms. Parry inquired about this program. She asked if this program is funded through a township fund or is it coming from the County. Ms. Parry also inquired about the capacity of each round for the number of grant requests. Ms. Parry continued in questioning about the use of the money, asking if it is only for community beautification.

In response, Ms. Paul states that this is money received from the recycling program. They recycle the money and give it back to the residents. The maximum amount for the mini grant program is \$1000.00. The most you can apply for is \$250.00. The money must be used in the township and offers three themes being: Beautification, Safety, Recycling.

### **Soccer Tournaments**

Tournaments are coming up at Lower Allen Community Park. September 29 and 30-West Shore

and October 6 and 7-Dillsburg.

### **National Trails Day at Yellow Breeches Park**

Mr. Duncanson mentioned There was a dedication of the trail and we had several commissioners and about 20 people there and Casey gave a tour. The weather was nice.

### **OLD BUSINESS**

#### **Adopt-A-Park Program**

After the Recreation and Parks meeting in May, small refinements were made to the proposal and were passed on to Ms. Paul. She is planning a meeting with Mr. Vernau and Ms. Faust. This item will appear on the next week's meeting agenda for an update on this.

### **NEW BUSINESS**

#### **Business Plan and Long Term Goals**

Donna handed out all the park tour observations and it appears that some of these improvements are done or are being worked on at this time.

#### **Discussion regarding the Priority List-November 3, 2006 of immediate actions and planning:**

It was suggested to prioritize these items in order by rank of importance.

Mr. Edwards will work on creating a new priority list with highest priority ranking at the top to assist in submitting the budget considerations for next year. Items on this list are prioritized globally and not by each park. Instead of going through the whole list tonight, Ms. Paul will talk with Mr. Kaiser and have him cross off the items that are completed and give this list to Mr. Edwards to assist him in creating the new priority list.

The top three items on the list are as follows:

1. Continue with pavilion security lighting and electric outlet installation program.  
Highland Park is the highest priority followed by, Highland Estates, and Wass Park.
2. Initiate Program to purchase and install informational kiosks/message boards at parks  
Highland Park Playground is highest priority followed by Sheepford.
3. Continue with park identification sign program.  
Yellow Breeches is the highest priority followed by, Pete's field on Gettysburg Road.

Mr. Duncanson shared with the committee a few of his items on his top 10 list.

1. Follow through with the grant projects underway at LACP.
2. Partner with Parks for Pooches for dog park improvements regarding the water line.  
They are able to contribute approximately \$6,000 to \$7,000 to defray costs.

3. Benches
4. Water line excavation

Creating this priority list and what items you would like to have listed as a budget consideration is priority and needs done as soon as possible and should be ready for submission to the Board by the beginning of September.

**ADJOURN**

**MR. PELLEES** moved to adjourn. **MR. MAHON** seconded the motion. Motion carried 5-0.  
The Recreation and Parks Board Meeting adjourned at 8:30 p.m.