

.Meeting Minutes

March 4, 2014

7:30 PM

Conference Room C

Mt. Lebanon Municipal Building

Parks Advisory Board

Attendees:

Susana Montoya
John Vogel
David Franklin
Wayne Jones
Bruce Parry
Tom Kelley, Staff Liaison
Steven Silverman, Commission Liaison

Absent:

Hugh Beal
Carrie Beck

Call to order: The meeting was called to order at 7:32 p.m. by Chairperson Montoya.

Citizens Comment: Although there were several citizens attending the meeting no comments were made.

Approval of February 4, 2014 Meeting Minutes: After reviewing the meeting minutes John Vogel made a motion to approve the minutes as submitted which was seconded by David Franklin and unanimously approved.

Farewell to Board Members: Steve Silverman thanked long serving members Susana Montoya and John Vogel for their service on the Parks Advisory Board. David Donnellan made a presentation of gifts to Ms. Montoya and Mr. Vogel. John Vogel thanked the group and was pleased to see that the commission and the municipal are paying more attention to the activities of the Parks Advisory Board. Ms. Montoya thanked the board and staff members for their commitment to serving the community.

Eagle Scout Project Report: Austin Noble provided a detailed PowerPoint presentation on a trail erosion project that he will be undertaking in Bird Park. The goal of his project is to prevent erosion and making a walking path easier and safer for park users. He plans to install three water dams and six steps. The project will take approximately two days to complete and will take approximately 100 man hours of labor, which will be provided by volunteers. Austin has been working with Ron Block of the Mt. Lebanon Nature Conservancy and has also been in contact with Tom Kelley of the Public Works Department. Public Works will be providing the materials

for the project which will include pressure treated lumber, gravel and steel reinforcement bars. Tom will meet with Austin and his father to review the site and make plans for the delivery of materials. Susana made a motion to approve the project as submitted by Austin Noble which was seconded by Dave Franklin and unanimously approved.

Frank Flanagan is also working on an Eagle Scout project and proposes to replace the existing park information sign near the lower entrance to Bird Park. The existing routed notification boards would be moved onto the new sign. A detailed rendering for the replacement sign was prepared by Ron Block, and Frank and his father will be working on the sign which will take approximately two days to complete and require over 110 service hours. The project will start in early spring. The trail map prepared by Jonathan Farrell will be mounted inside the sign fixture, and Nicholas Schalles, IT Director for Mt. Lebanon, indicated that he will provide a QR Code, and set up a database so that users can bring up an application on their smart phones that will contain the trail map and other information pertaining to trails in Mt. Lebanon and various other links. Tom Kelley will obtain pricing to reproduce the trail signs. The Bird Park lower sign will be a demonstration project. When it is successfully implemented similar signage will be prepared for other passive parks. Susana made a motion to approve Frank Flanagan's plan as submitted which was seconded by John Vogel and unanimously approved by the board.

Other Eagle Scout Projects discussed were constructed a bridge at Twin Hills Park and trail clearing work at Williamsburg Park.

Passive Parks Sign Update: Susana updated the group on a meeting held by the passive parks sign committee to purchase or build kiosks and place trail signs at Bird, Robb Hollow and Twin Hills Parks. Ron Block has provided detailed information on kiosk/bulletin board signs which will be provided to Tom Kelley. The committee will prepare cost estimates and recommendations for the approval of the commission. The recommendations of the committee will be reviewed at the next meeting of the Parks Advisory Board.

Meadowcroft DCNR Grant Update: A grant application is being prepared by the municipality for submission to the Pennsylvania Department of Conservation and Natural Resources to make accessibility improvements and to rehabilitate the tennis and basketball court at North Meadowcroft Park. The estimated cost of the project is \$220,000. The municipality will be responsible for providing 50% of the funding. There is a possibility that a substantial portion of the local share could be covered with funding from a community development block grant which was submitted to make ADA improvements at North Meadowcroft Park. The CDBG application was prepared and submitted in the summer of 2013 and is currently being considered by the Allegheny County Department of Development. The Department of Development will be making funding decisions in the late spring/early summer of 2014. Tom Kelley will prepare and submit a letter to Lou Gorski, Executive Director of the South Hills Area Council of Governments, the agency that administers CDBG funding for south hills communities, informing Mr. Gorski of the municipality's intent to submit a DCNR Grant application. In turn, Mr. Gorski will forward the letter to the Department of Development and hopefully the expanded project will result in a favorable review by the county for CDBG funding.

Parks Advisory Board Mission Statement: The Parks Advisory Board has reviewed their mission statement and forwarded their recommendations to Susana Montoya. Susana read the following statement “The Parks Advisory Board advised the commission on the planning, maintenance, preservation and utilization of public open spaces for the benefit of all people and the Mt. Lebanon community. Duties of the board include parks policy, project prioritization and advocacy on budget and fundraising. The board consists of seven members each appointed for a three year term.” After a lengthy discussion John made a motion to approve the mission statement as read which was seconded by Susana and unanimously approved.

Recycling Containers for Parks: Commissioner Silverman made a presentation to the board recommending the installation of heavy duty poly mold plastic double walled containers for recycling at twelve high used areas in the municipal parks. Containers would be placed near the ball fields and playgrounds, and would be serviced by the public works department. The estimated purchasing cost for twelve cans is approximately \$8,600. Commissioner Silverman also discussed the installation of recycling containers along the Washington and Beverly Road business districts. The Parks Advisory Board expressed their support for Commissioner Silverman’s recycling program.

New Business: A community cleanup day will be held on May 31st at Twin Hills Park. The public works department will be providing pine bark which will be delivered to the site. The group is looking for additional activities to be added to the cleanup day.

Other Park Related Item: If Parks Board members are attending special meetings with commissioners, then the chairman of the Parks Board should be notified before the meetings are held.

Announcements: Hugh Beal will be taking over as Chairman at the next meeting and Parks Inspection Reports will probably be put off until the May meeting.

Adjournment: The meeting was adjourned at 9:10 p.m. The next meeting will be held on April 1, 2014 in Conference Room C of the municipal building.