



MT. LEBANON  
PENNSYLVANIA

**Parks Advisory Board Meeting Minutes  
Tuesday, February 2nd, 2016 - 7:30 p.m.  
Municipal Building Room C**

**I. Roll Call & Declaration of Quorum**

Mr. Farrell called the meeting to order and proceeded with the Roll Call. The meeting was attended by Richard Heyse, Pam Burrett, Ron Block, Johnathan Farrell, and Elaine Kramer

The meeting was also attended by Commissioner Silverman, the Director of Public Works, Rudy Sukal, and the Facilities & Parks Coordinator, Phillip Avolio.

Megan Zadecky and Carrie Beck were absent.

**II. Citizen Comments**

No Citizen Comments to Report

**III. Approval of January 5<sup>th</sup>, 2016 Meeting Minutes**

Mr. Farrell asks the group to please review the January 2016 meeting minutes

Mr. Silverman asks for the phrase "Greening of Robb Hollow" to be changed to a lower-case letter g.

A motion was made by Ms. Kramer and a second by Mr. Block to approve the corrected minutes. The motion passed, and the minutes were accepted with the changes

**IV. Park Assessments: Sunset Hills / Country Club / Williamsburg**

Mr. Farrell asks the group for their feedback on the three parks that were designated for site visits. He states that the main goal of this exercise is to see if there are any outstanding items that should be added to the Prioritization Table.

Sunset Hills Park

Mr. Farrell did share with the board that he learned that the Sports Advisory Board has approved funding for the addition of a rebound wall at Sunset Hills. This wall would straddle the existing fence that separates the basketball courts from the baseball field

Mr. Heyse shares his visit with the board. He states that the main concern he heard from residents and park users, is that the use of the field has gone up, and the on-street parking has become an issue during practices and games. He reports that he was told that there is not a feeling that the park is not part of the community rather that it is mainly an athletic training field. Residents reported that the basketball court gets filled with players gear and spectators, and the courts are unable to be used. He also heard feedback that the addition of play equipment would be well-received.

Mr. Silverman states that this would be a great conversation to have with the Sports Advisory Board to bring up the scheduling of the field, and use of the basketball courts.

Mr. Block adds that this increased use may have been noticed because of Cedar Boulevard being under construction last year. This may have forced more scheduling to that park. Mr. Block also mentioned some minor maintenance items throughout the park that need addressed.

#### Country Club Park

Mr. Farrell reports that many of the Master Plan Items have been addressed through the past renovations to the park

Mr. Heyse states that he spoke with several park-goers on his visit, and they thought that a length of additional fencing would help from chasing balls over the hill

Mr. Block mentioned the lack of young trees not only in Country Club, but in many of the other parks as well.

Mr. Farrell asks Mr. Sukal if the proposed line items of Passive Tree Maintenance and Improved Park Maintenance might cover those costs

Mr. Sukal answers that these items are geared more towards additional human resources to take on tree work in the parks, invasive removal, and trail work.

Mr. Heyse asks if there are any regulations on providing padding to basketball poles

Mr. Sukal states that he will look into it, and that they recently addressed this concern in Main Park by adding padding to four hoops.

#### Williamsburg Park

Mr. Heyse reports that there is a pile of tree branches that are possible spilling over into park property, but he is unsure about the actual property line. He also notes that there is a shed that appears to be encroaching the property, but he is not familiar with any of the required codes or enforcement

Mr. Sukal replies that he will pass this along to the Building Inspectors, as they would be able to look into any code violations, or requirements that might be in question.

Mr. Block also inquires about various patches of asphalt throughout the park that might have housed playground equipment or benches on them at one point.

Ms. Burrett adds that the surface of both courts contain divots and tripping hazards, and are in need of replacement. She also points out that the asphalt path along-side the courts is very uneven at sections.

Mr. Sukal tells the group that the path was actually installed by hand by the Public Works Employees. He tells them that the site is very hard to get equipment and material into, and the crew has to wait several days after a hard rain to even gain access with equipment because the turf gets so saturated.

## **V. Prioritization Table Review**

Mr. Farrell reviews the format of the Prioritization Table with the group. He notes that he will add items from this meetings discussion into the table as well, and points out that Mr. Sukal has already provided an update as to what items have been completed.

## **VI. Volunteer Letter Template**

Ms. Kramer offers to draft Thank You Letters based on the provided matrix of top volunteers. She also presented different ideas and designs for handouts to any volunteer that donates their time to a project. Ms. Kramer asks Mr. Sukal to share the ideas with Public Information for their feedback and input.

## **VII. Williamsburg Survey Questions**

Mr. Farrell asks the group for their feedback on the Williamsburg Survey provided by Mr. Donnellan. He also shares that Commissioner Brumfield would like to hold a public meeting with close by park residents to discuss the project after he has reviewed the findings of the survey.

The group shares concerns about the noise associated with both Pickle Ball and a Rebound Wall as alternatives. These options might bring unwelcome noise disturbances to the neighboring residents.

Ms. Kramer suggest wording the Fence and Surface Replacement questions to an importance 1-5 scaled question rather than a yes no. She also is wondering if there is enough clarity as to the purpose of the survey, and expected knowledge of the alternate pricing.

Mr. Sukal suggests incorporating language to stress the importance of the intent of this survey. This survey is more of a fact finding mission than an actual promise to provide these items. This is more along the lines of figuring out if the neighborhood wants the same things, just made new, or are seeking new concepts for the park.

### **VIII. PA Game Commission Seedlings**

Mr. Sukal reports that the Game Commission contact the Municipality has been working with through the archery program, has offered to provide any leftover seedlings to them free of charge. He explains that the Game Commission has a seedling program to help aid in areas where deer or other wildlife have overrun the area. He will not know how many seedlings are available until the Game Commissioner receives them. The number could be 10 or 100. Mr. Sukal checked with the board to make sure they would want these seedlings, as it will be a quick turnaround for planting once they are received.

The board agrees that they would like to utilize the seedlings, and will gather volunteers and recycled tree guards when the time comes.

### **IX. New Business**

Mr. Farrell tells the group that the next three parks that will be discussed in March will be Iroquois, Church Place, and Highland Terrace

Mr. Silverman reviews the maps that show the three Park Areas where Sharp Shooting will take place. He describes to them that there is a required 1000 foot buffer zone around any school that will be enforced. He shows the group each buffer on the Golf Course, McNeilly, and Robb Hollow maps

### **X. Announcements**

Mr. Farrell asks the Board for their preference on meeting times, asking if the start time could be moved up to 6:30pm. Mr. Farrell made a motion and a second by Mr. Block to change the meeting time to 6:30, the motion was passed.

### **XI. Adjournment**

A motion was made by Ms. Burrett and a second by Mr. Block to adjourn the meeting. The motion passed, and the meeting was adjourned.