



MT. LEBANON
PENNSYLVANIA

**Parks Advisory Board Meeting Minutes
Tuesday, October 4th, 2016 - 6:30 p.m.
Municipal Building Room C**

I. Roll Call & Declaration of Quorum

Mr. Farrell called the meeting to order at 6:30 PM, and proceeded with the Roll Call. The meeting was attended by Jonathan Farrell, Elaine Kramer, Carrie Beck, and Pam Burrett.

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

Ron Block, Richard Heyse, and Megan Zadecky were absent.

II. Citizen Comments

No citizen comments to report.

III. Approval of September, 2016 Meeting Minutes

Mr. Farrell asked the group to please review the September 2016 meeting minutes.

Mr. Silverman noted under numeral IV, the change from “rankled” to “ranked”, and also noted on numeral V. that “later” winter should be changed to “late” winter.

Ms. Kramer added that “Mr. Blocked” should be changed to “Mr. Block”.

Mr. Silverman requested that he be added to the Roll Call section of the minutes, as it was not listed that he attended or did not attend the meeting.

A motion was made by Mr. Farrell and a second by Ms. Beck to approve the revised minutes. The motion passed, and the revised minutes were accepted.

IV. Year Cycle / Structure of Meetings

The group reviewed the tentative 2017 meeting schedule.

Mr. Sukal suggested that the Project defining stage be the focus of the April, May, and June meetings.

Mr. Farrell suggested copying the May meeting description into the April slot.

He also suggested that for January, February, and March, the description should be New & Existing Projects, as well as reaching out to the Sports Advisory and Environmental Sustainability boards.

Mr. Farrell asked for a summary at the beginning and end of each year to discuss all of the maintenance items that were performed each year. He stated that this would be a good tool to keep everyone up to date, as well as keeping these items fresh in everyone's mind.

Mr. Silverman suggested that the group review this schedule next month, after the changes have been made that were discussed. He also noted that more members may be at the next meeting to add input.

V. New Business

Ms. Kramer presented information from DEP on MS4 to the group.

Ms. Burrett asked Mr. Sukal if there was a resource he knew of that would be able to attend a Parks Advisory Board Meeting to present more information on MS4.

Mr. Sukal stated that he would bring this up at the next MS4 Quarterly Meeting.

Mr. Sukal reported to the group that the steps at the entrance to Williamsburg Park have been removed for safety reasons. He noted that it would work best to wait and see what Capital Items may be funded for the park, and then adjust the placement of the steps.

Mr Silverman shared with the group that Twin Hills has been added to the Archery Program.

Mr. Sukal added that all of the parks have been posted with "Bow Hunting" or "No Hunting" signs which indicate if the park is involved in the archery program or not.

VI. Old Business

Mr Sukal updated the group on maintenance items from previous meetings.

- Littles Landscaping installed over 100 replacement perennials in the flower beds

- McNeilly Park bridge was removed by PW Crews

- 2 Additional LED Solar Lights have been ordered for Main Park

VII. Announcements

Mr. Silverman shared with the group, that the funding had been approved for the Rockwood Park project, and three bids were received. He noted that the initial bids had come in well over the engineers anticipated costs, and the three received during the second opening were still over the anticipated costs, but slightly lower than last time.

Mr. Sukal shared that he had attended a preconstruction meeting with the contractor, and that the project will be underway starting tomorrow, October 5th.

VIII. Adjournment

A motion was made by Ms. Burrett and a second by Ms. Beck to adjourn the meeting. The motion passed, and the meeting was adjourned at 7:18 PM.