



MT. LEBANON
PENNSYLVANIA

**Parks Advisory Board Meeting Minutes
Tuesday, November 1st, 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, Megan Zadecky, Pam Burrett, Richard Heyse, and Ron Block.

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

Carrie Beck was absent.

II. Citizen Comments

No citizen comments to report.

III. Approval of October, 2016 Meeting Minutes

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

Mr. Silverman noted that a space was needed under New Business, "ifthere" should read "if there".

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

IV. Draft #2 – Year Cycle / Structure of Meetings

The group reviewed the tentative 2017 meeting schedule.

Mr. Silverman requested the August Agenda to read "Discuss MS4 Topics when visiting the parks".

Ms. Kramer moved to adopt the amended meeting schedule to use as a guide for the 2017 Parks Advisory Board Meetings Agendas.

A motion was made by Ms. Burrett and a second by Mr. Heyse to adopt the amended meeting schedule. The motion passed, and the amended schedule was accepted.

V. 2017 PAB Meeting Months & Times

Mr. Sukal noted that he would need to advertise the meeting dates and times for 2017.

Mr. Farrell moved to keep the same format of meeting dates and times, along with canceling the July meeting. The group would meet on the first Tuesday of every month at 6:30 p.m.

A motion was made by Ms. Kramer and a second by Mr. Farrell to approve the 2017 meeting dates and times. The motion passed, and the dates and times were approved.

VI. New Business

Mr. Silverman updated the group on the budget process that the Commission has been working through. He noted that the Manager's Recommended Budget shows the Williamsburg Park project as being above the line, which means that the project has been recommended to be funded, and will continue to be discussed by the Commission during the budget process.

Mr. Sukal noted that the steps from the dead end of Austin to the Recreation Center has been recommended for funding as well. He shared that this request is listed under Grounds, but relates to the parks.

Mr. Silverman stated that the final vote will take place during the first Commission meeting in December.

Ms. Burrett inquired about the balance of the invasive control funding that was approved.

Mr. Sukal replied that the left over funding has been rolled over in the operating budget.

VII. Old Business

Mr. Sukal shared with the group that two additional Solar LED Lights have been purchased for Main Park, and will be installed when they arrive. Public Works crews will be planting 160-170 trees throughout the community over the next month or two. He also noted that the Rockwood project has been completed, and was seeded.

Mr. Sukal shared with the group that he spoke with Stacey Graf, who is one of the Municipal Engineers, and she will be able to present at a future meeting on MS4. He noted that one of the requirements for the permit involves Public meetings, and it may

be a good idea to have the Environmental Sustainability Board attend as well. He suggested possibly lining that meeting up for February.

Mr. Silverman noted that it would be a good idea to invite someone from the Public Information Office for that presentation.

Mr. Sukal shared that there is around \$700 remaining in a Parks Budget Line under Organics, and it may be a chance to plant some extra trees in some of the parks.

Mr. Block & Mr. Farrell noted that they will price out trees and see what is available.

Mr. Sukal noted that the GIS Technician, Michael Meseck, will be working on streamlining the parks maps in regards to parking areas. He suggested that any updates that may be needed can be taken care of.

VIII. Announcements

Mr. Heyse noted that the proposed 2017 November meeting schedule conflicts with election day.

Mr. Silverman suggested checking the availability of the room and possible dates to reschedule.

Mr. Sukal stated that he will check on room availability and will report back at the next meeting.

Ms. Kramer shared with the group that Mr. Block and herself started mapping trees in the parks.

IX. Adjournment

A motion was made by Mr. Farrell and a second by Mr. Block to adjourn the meeting. The motion passed, and the meeting was adjourned at 7:28 PM.