



MT. LEBANON  
PENNSYLVANIA

**Parks Advisory Board Meeting Minutes  
Tuesday, February 2, 2021 - 6:30 p.m.  
Virtual- Microsoft Teams**

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

Mr. Heyse called the meeting to order at 6:30 PM and proceeded with the roll call. Richard Heyse, Gregory Newman, Ron Block, Bennett Aikin, Elaine Kramer, Albert Presto, and Pamela Burrett attended the meeting.

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

**II. Citizen Comments:**

No citizen comments to report.

**III. Approval of January 2021, Meeting Minutes:**

Mr. Heyse asked the group to review the January minutes and provide comment. A motion was made by Mr. Heyse and seconded by Mr. Newman to approve the minutes as presented. The motion passed and the minutes were accepted.

**IV. Vibrant Uptown Plantings:**

Commissioner Ranney commented that everybody is working hard to figure everything out and are in the home stretch. The Commission is about to approve the project and go out to bid. She would like feedback about recommended plant species and then turn it over to Eric Milliron and Ian McMeans. The board reviewed the planting list and discussed substitutes and replacements.

**V. Parks Master Plan Update:**

Mr. Sukal commented that nothing has changed since the last meeting. Mr. McMeans is going to be running the show on the project. If the Commission gives him authorization to move to the next step on the uptown design and bidding that the next thing on his list to get started. He anticipates he will be contacting the reviewers and getting the group together within the next month.

Mr. Heyse asked the board where they have a particular interest regarding the master plan.

Mr. Newman joined the board because of the invasive species, specifically in parks. He had noticed that a lot of grape vines are choking out some of the community trees. Also increase the accessibility in all the parks.

Mr. Block also agreed with invasive species and accessibility at parking areas. Linkages connecting the parks to each other and adding/defining some trails in some of the green spaces. Looking for opportunities of adding to the green space.

Mr. Aikin is interested in what makes the parks usable and welcoming to community with amenities. Make sure there is a minimum baseline for all the parks.

Ms. Kramer would like to see a solid master plan for all the facilities at the Main Park. Will continue to volunteer and do what she can to maintain the urban tree canopy. She would like to see bicycle infrastructure in the community. There has been a long-standing wish for a dog park in the community. She thinks it would be a nice addition to have one at McNeilly Park.

Mr. Heyse struggles with defining all areas as a park, designate parks spaces for purpose and have standard of care. We should maintain what we have.

Mr. Presto would like clear definitions of the roles we want the parks to play. Also agrees that Main Park is important because it is used the most and is a centerpiece to people that do not live in the community.

Ms. Burrett would like standard signage and connectivity in parks.

Mr. Sukal commented the group was designated to develop the RFP to pick a consultant, what the group determines is the most important things. Mr. McMeans will hopefully get the group together and get a rough draft of the RFP in the next month then probably come back to the Parks Board and Commission before it goes out. We applied for a grant and we cannot do anything or pay a consultant until the grant is approved. The state should approve the grant in April.

Commissioner Ranney believes the Parks Board and Public Works will be very engaged in giving direction to the consultant.

## **VI. Torch Passing Items:**

### **a. Arboretum Education Programming**

Ms. Kramer commented that we need to be able to produce one program a year about trees. She thinks it would be wonderful to work together again with the Mt. Lebanon Library and Mt. Lebanon Nature Conservancy. Mr. Newman volunteered to take on this responsibility.

b. Parks Prioritization Table/Matrix

Ms. Kramer will send the google doc to Mr. Heyse. Mr. Sukal will talk with IT Director to set up a group on Microsoft 365 as well.

c. Scout Thank You Letters

Mr. Heyse volunteered to do scout thank you letters, and Ms. Kramer will send template to him. Mr. Block will continue to keep coordinated list of projects.

**VII. New Business:**

No New Business was reported.

**VIII. Old Business:**

Mr. Block brought up the potential purchases of parcels. Ms. Ranney will bring it to the Commission at the next strategy session. Ms. Kramer will send updated version of document. The board discussed the potential problems of parcels that are not being kept up.

Mr. Block asked what the best way is to update the trail maps. Rudy will talk to Mike Meseck about the best way to accomplish updating the trail maps.

**IX. Announcements:**

No announcements were made.

**X. Commission Update:**

Vibrant Uptown Project final design going out this week and will officially discuss them next week and hopefully approve them.

DEI Initiatives have started – 36 new resident volunteers are working on diversity, equity, and inclusion initiatives in Mt. Lebanon.

Mr. Block asked if the commission has chosen replacement for the boards. Ms. Ranney said the applications process is still open for about another month. Mr. Block offer to put the opening on the conservancy website in case people would be interested. Board discussed potential qualifications of new board members.

**XI. Adjournment:**

A motion was made by Mr. Block and seconded by Ms. Burrett to adjourn the meeting. The motion was passed, and the meeting was adjourned at 8:05 PM.