

1. **Meeting Called to Order** – The meeting was called to order by David Spirk at 6:30 p.m. via Zoom.
2. **Roll Call – Present** – David Spirk, Chairman; Tom Butera, Vice Chairman; Krista Baum, Bill Ross, Keith Meier, Frank Thompson, Niloofar Aflatooni (phoned in late), Members. Jason Banonis (6:37 p.m.), Council Liaison; Diane Palik, Township Staff. **Guests:** Atom Kallen & Kristen Lockett.
3. **Approval of May 3, 2021 Minutes** – Frank Thompson moved for approval of the May 3, 2021 minutes, second by Bill Ross. Motion passed 6-0 (Absent – Niloofar Aflatooni)
4. **Presentations** – None
5. **Citizen Non-Agenda Items** – None
6. **Updates**
  - **Blessing Boxes – Town Hall & Steel City Parks** – Kristen Lockett was present. Dave said they heard she did very well with Council and she had good results. Kristen said it's been great and very helpful and a group effort. They raised about half the money they need. Their goal is \$550 and they have just about \$250 as of today, they are halfway there. They will be getting together with some businesses to see if they would make some small donations. They would recognize them on their Facebook page. Since they are at their halfway point, they would like to start building the Blessing Box for Steel City as they think there's a pretty good need there, then they will build the one for Town Hall Park when they are finished raising their money. People have volunteered to come out and bring their big tools to cut the wood and also to paint with them. They can purchase the wood and start the building when it's convenient for a small group to get together. Dave asked Diane if she could send out an email to all our residents regarding the Blessing Boxes. Diane said she will send it through Constant Contact. Kristen said they are now collecting donations for Home Depot gift cards and are getting the word out and she put it on an app for their neighborhood. She appreciates any kind of word they can get out. Bill said we should put it in the next Township newsletter as it goes out four times a year, but the deadline for the next one will probably be in a month or so. If we can get an article in there, that would be a way to get the information to the residents. Kristin appreciates everybody for being so positive about this. Jason said thank you for all your efforts. Kristen will be on the P&R agenda in August and will give us an update. Atom said do you have a way to learn about the Blessing Boxes and to donate. Kristen said no, she doesn't know what else is out there for LST. They had an article in the Saucon Source. Atom said if he made a donation of a gift card, where would he send it. Kristen said she put a flyer together for businesses and said she can email Atom with the information. Krista said a lot of this is falling on Kristen but she does have the support of such a large group, and you may want to consider opening up a more generic email and having a few administrators to alleviate some of the stress. Jason said you may want to talk to Joe DiRusso as he's the Postmaster in Hellertown and he may be able to set up a drop box within the post office where individuals could drop off gifts cards or monetary donations. He's very active in the community. Kristen said she will do that.
  - **Little Free Library at Southeastern Park** – Tom showed the picture of the Southeastern Little Free Library (LFL). This is being built right now and should be done by the end of the month. They have to get a steel bracket like the one they used at Polk Valley Park. It will stand on a 6'x6' post. This is moving ahead nicely. Dave asked will the backside have windows. Tom said it has windows on both sides and they may substitute the red area with clear Plexiglas so you can see into it. This way it's a little more inviting to what's inside.
  - **Little Free Library at Steel City Park** – Tom showed a picture of Steel City LFL. They tried to pick up all the steel elements. It would be a small I-beam and coming off of it would be the steel little building, built out of white PVC board but it would look like steel. The door will have a riveted board

around it and have clear plastic as well. Bill said it's different than the other LFL as the others set on the top of the posts. Tom said it could sit on top, they did it this way so you could see the steel I-beam. His own criticism would be it looks a little like a bird house. Dave said they would weld a plate underneath it so there won't be an issue and it might be stronger. They are all a little different. Bill said he's fine with it if Dave and Tom are comfortable with it. This one will probably be stronger as the I-beam is running up the back. In either case, they are all built very well. Dave asked Jason if they have to run this by Council, do they want to weigh in on what it looks like. Jason said we should run it by Council but he would suggest if we run it by Council have a style and design that's been approved and recommended by the P&R Board. Council would have the final say on it. He thinks if the P&R made a motion recommending it, that would give a lot of weight to Council. Dave said they will talk to their supplier about a bigger beam and see what they have. In August they will have a couple of different looks, and then this group can decide what they like best and push it to Council and say this is the one that P&R likes best. Maybe make the door with a 4" frame around it, and Plexiglas inside the door. Frank said he likes the design very much with the steel and putting it in Steel City.

- **Snack Stand at Polk Valley Park** – Diane said the only update is the staff is still working on this. Dave said maybe we will see something in August or September. Bill Ross left the meeting.
- **Eagle Scout Project (Logan Kade)** – Frank said Logan has been very busy setting up his outline for what he wants to do. Diane put the drawing up on the screen. Logan is proposing a 10' double-sided kiosk. He made an estimate that it's going to cost \$1,028.35 but it might go up or go down. The location is going to be determined later. This kiosk is replacing the kiosk which was removed from the Heller Homestead Park area when the bridge on Water Street was rebuilt. The location is approximately on the left side of the path and somewhat before the first picnic bench. Public Works will determine where it goes and Roger sent Logan some instructions on how to put it in the ground if Logan is the one who is going to be putting it in there. Dave said he believes we provided the steel and Roger put it in the ground at PVP. Tom said the concrete was in the ground waiting for them. Frank said Logan's thinking is to make this whole unit, put it together, get it to the site, and then digging two holes. Dave said he should make it and have finishing touches on it when it goes in the ground. The way to go and if we talked to Linc about this, we want Public Works to dig the hole, that way no one is getting hurt. Frank said Logan had many questions on how to attach it, what permits he needed, about PA-1 call. Frank said he told Logan just go to Roger and he will direct us. Krista said the big issue here would be where would liability fall if something would happen? Krista said maybe we can ask them to have Logan be a part of it to maybe watch and see how it all falls together. Tom said does Logan have the ability to move a structure of this size. Frank said he will speak to him about it. If he doesn't, he will have to find someone with a trailer and Scouts to help him lift it. Ask Logan if he has access to a trailer, and then park it at the Heller Homestead and Public Works will pick it off the trailer and put it into place. Frank asked what everyone thought of his design. Dave said it's similar to the one at Woodland Preserve. Frank said Logan has a material list that seems pretty complete. He's looking for us to say you are going in the right direction as he has to make a proposal for the Boy Scouts and present it to them. Since we aren't meeting until August, he will be much further along and will be telling us he's ready to build this. Dave said he should take the concrete and the stone off the list. Jason said we should have the P&R Board approve the design so that it's a final design subject to Public Works input on their ability to drop a finished structure like this in a hole with the single intact unit. Logan does have some time constraints and this will move it along and we can get it on the agenda for the June 16<sup>th</sup> Council meeting and provide approval at that time with Roger's input and then he can start the construction process and have it ready for installation by September or October. Diane said in the article Logan sent, Navigating the Eagle Scout Project, we are the project beneficiary and if you look at permits and authorizations, we are responsible for the building permits and if there is digging involved it is the Townships responsible to mark it and dig it, so Roger would have to do that. Dave said he can't imagine we would allow anyone to dig in the park, so all of that and the installation of it would be Public Works. He can't imagine there would be a permit that he'd have to apply for because it's on Township property. Jason said you can run it

by Council but he doesn't know if the Township requires itself to get permits. To the extent it does, we can make a motion to Council for a waiver of any of those permitting approvals that would be needed. Diane said an email was sent to Jim Young and he's aware of it. Dave said that the list of materials be attached in the Council packet and his narrative and the sketch. Jason said just to clarify, the motion being made is subject to input and approval from Zoning and Public Works.

**MOTION BY:** Tom Butera moved that Parks & Recreation Board recommends to the Township Council, Logan Kade's design for the kiosk at Heller Homestead Park with the accompanying narrative and material list with the approval of Public Works as an almost completed unit built and put into place by Public Works with the approval of the Zoning Officer.

**SECOND BY:** Frank Thompson

**ROLL CALL:** 6-0 (Absent – Bill Ross)

Frank asked what should Logan be doing between now and our August meeting. Dave said if it goes to Council and they approve it on June 16<sup>th</sup>, he should start making it. Jason said from his proposal he has to get an approval from the Boy Scouts. That would be the next thing to get all the approvals. Frank said as far as the Township is concerned, when Council says it's a good design, then he has to take care of his Boy Scout end of it, but then he can start building. Dave said in the past once it's done, there was an unveiling or ribbon cutting, Frank could show up there and just mark the progress at that point. He never really has to come back to us. He would have to work things out with Roger once he has it done. Frank said he will suggest to Logan he build the whole thing and maybe remove the Plexiglas then get it over, then when it's up in place, put in the Plexiglas. Dave said he'd leave the corkboard out also, any type of finish, like if he's going to stain it or anything like that, same thing, don't do that until it's in the ground then stain it, put the corkboard and Plexiglas in. Diane said Logan said it will be approved by the Minsi Trail Counsel either June 17<sup>th</sup> or July 15<sup>th</sup>, then he can start on it. Frank said he needs his signature to sign off, which he has done in the past. Frank said he would be able to attend the Council meeting on June 16<sup>th</sup> for this agenda item just in case Council has any questions.

7. **Special Event Applications** – None

8. **Old Business** – None

9. **New Business**

- Park Locations – Visit to Heller Homestead Park by Park and Recreation Board Members. Frank said he lives very close and walks through it and our last Boy Scout made new signs for the nature trail and they all look in good shape as well as the park. It's kind of an out of the way park, but it's looking great. Jason said he's been there recently, one thing he'd point out is that the Saucon Valley Conservancy has suffered dwindling membership last year. They are an important part of the Heller Homestead as they rent the structures from the Township for historical purposes and as a result of the pandemic, their membership has dwindled so they are looking for new board members. If anyone is interested in becoming a member, please contact them as they play an important role. It's a neat period of the last Heller residents that lived in the Homestead, but here's a lot of local history and narratives. He'd encourage you to get out when it's open.
- The Parks & Recreation Board will visit Polk Valley Park before the August 2, 2021 meeting. In September, it will be Steel City Park.

10. **Public Comment** – None

11. **Adjournment**

Motion to adjourn by Dave Spirk at 7:21p.m.; second by Tom Butera. Motion passed

12. **Next Meeting:** Monday, August 2, 2021 @ 6:30 p.m.