

1. **Meeting Called to Order** – The meeting was called to order by David Spirk at 6:30 p.m. at Polk Valley Park.
2. **Roll Call – Present** – David Spirk, Chairman; Tom Butera, Vice Chairman, Frank Thompson, Keith Meier (phoned in), Members. Staff Liaison's; Diane Palik, Tracie Raven; **Absent:** Krista Baum, Bill Ross, Niloofar Aflatooni **Guests:** Kristen Lockett
3. **Approval of June 7, 2021 Minutes** – Frank Thompson moved for approval of the June 7, 2021 minutes, second by Tom Butera. Motion passed 4-0 (Absent – Krista Baum, Bill Ross and Niloofar Aflatooni)
4. **Presentations**
5. **Citizen Non-Agenda Items** – None
6. **Updates**
 - **Blessing Boxes – Town Hall & Steel City Parks** – Kristen Lockett was present at the meeting. Kristen said she received 4 boxes from Kevin Cope at Lehigh Valley Business and 2 of them have been assigned to Lower Saucon Township parks so far. The first box will be installed at Steel City Park and will be installed this Friday or Saturday at Steel City Park. Kristen brought a picture of the location of the box and was shared with those present. She had identified the location at Steel City Park for the first box. She said that Hayden Jebitsch, a Saucon Valley senior and Girl Scout Ambassador said she will install a box in a 5-gallon bucket filled with cement and have box attached. Dave and Frank asked how she would move this since it will be pretty heavy to transport. Kristen wasn't sure either about the transport of this bucket. Dave said that Kristen should reach out to Roger to do the installation of the post (6x6) and have him do this because he'll be digging the hole(s) like he did for the Little Free Library boxes. She said that sounds like it would work better. Kristen would take care of the rest to get the boxes on the post(s). Diane stated that Roger is on vacation after Wednesday and it's best to email him tomorrow, before he leaves. Kristen will email Roger Tuesday to set up the install of the post for the Blessing Box to be installed this Friday or Saturday. The 2nd box will be installed at Town Hall, exact location TBD. Diane, the Blessing Boxes were approved by Council at the July 21, 2021 council meeting. Kristen says that Kyle Morris will donate the 2 remaining boxes as part of his Eagle Scout Program. Locations for the 2 remaining boxes TBD. Kristen has the funding for maintenance and filling of the Blessing Boxes thru donations.
 - **Little Free Library at Southeastern Park** – Tom brought the LFL (Little Free Library) that will be installed at Southeastern and explained that it's made completely out of plastic (PVC) Tom and Dave said. Frank really liked the design and workmanship. Frank said it's very durable to withstand the elements and yet still has a really nice design. Dave said they're just waiting for Roger as far as a location at the park. They want it placed where it won't interfere with snow plowing and it's easily accessible to residents.
 - **Little Free Library at Steel City Park** – Tom showed a plan of the LFL and shared this plan with Tracie Raven. Tom has the steel element to use as the base of the LFL at Steel City. Tom said it has a different stand design with the steel base so that it would be fitting for Steel City. The base is a small I-beam that would act as a stand versus a 6x6 post. Tom said it just has to be built at this point. No other action necessary for now.
 - **Snack Stand at Polk Valley Park** – No updates at this time.
 - **Eagle Scout Project (Logan Kade)** – Frank said Logan is building this as part of his Eagle Scout project. Frank said that Logan asked if the Township will be giving him money to get the supplies needed to build. Dave said the Township wouldn't give him money, but asked Diane how that would work. Dave asked Diane if Logan would buy the supplies and then submit them to the Township for reimbursement? Diane said that Logan would have to keep his receipts and submit for reimbursement.

7. **Special Event Applications** – None

8. **Old Business** – None

9. **New Business**

- Sunshine Act with new agenda guidelines - Dave asked Diane about the email he received regarding meeting minutes needing to be on the agendas 3 days prior to a meeting. He said that they don't approve the minutes from the previous meeting until the next meeting and this appears as an agenda item. He asked Diane if this was something that would be an issue with this new guideline and suggested that they just approve the meeting minutes via email instead of putting approval of meeting minutes as an agenda item for the next meeting agenda. Tom agreed that they can just approve the minutes via email versus putting them as an agenda item. Diane said that would be o.k.
- Approval of Recreation Fee - Dave asked if there were different accounts for each park or if they were included in 1 account. Tracie said that she can check with Cathy Gorman. Dave said that he feels that this fee should go to Polk Valley Park.

MOTION BY: David Spirk moved to recommend to Council that the recreational fee from Pennoni Associates for Majestic Bethlehem Center – Eastern Phase of \$69,510 go to Polk Valley Park

SECOND BY: Tom Butera

ROLL CALL: 4-0 (Absent – Krista Baum, Niloofar Aflatooni, Bill Ross)

- Lehigh Valley Rose Society - Dave addressed the email that was sent from Nate Fisher at the LV Rose Society to offer a rose garden to the Township. This rose garden would range in size from 2500-11,000 sf. Dave said he's definitely interested in this for our community. Frank asked if we could invite the Rose Society to our next meeting, but Dave thought it would be a good idea to think of a good location before inviting them. Dave said that Town Hall would be a nice setting for a rose garden, but Frank read the square footage of the gardens they plant and that there may not be enough space at Town Hall. Keith said that he thought Heller Homestead would be a great place and they'd just have to see if that would work. Dave said, yes, that's an idea. Dave asked Diane or Tracie to email LV Rose Society to discuss location of garden, size, etc.

10. **Public Comment** – None

11. **Adjournment**

Motion to adjourn by Keith Meier at 7:10p.m.; second by Tom Butera. Motion passed

12. **Next Meeting:** Monday, September 13, 2021 @ 6:30 p.m. @ Steel City Park