

**MINUTES
NORTH LEBANON TOWNSHIP
PARKS & RECREATION BOARD
MAY 4, 2004**

The meeting of the North Lebanon Township Parks & Recreation Board was called to order on May 4, 2004 at 7:00 PM at the North Lebanon Township Municipal Building located at 725 Kimmerlings Road, North Lebanon Township.

The following members were present:

Evelina Krall	Chairman
Clyde Ebersole	Vice-Chairman
Jay Snavely	Member
Steve Smith	Member
Gary Zelinske	Member
Sheila Wartluft	Assistant Township Manager

Also present was Township Supervisor Ed Brensinger, residents, Constance Snavely and Tom Stewart.

Chairman Krall called for a motion to approve the April minutes.

MOTION: Motion was made and second to approve the April minutes. Motion unanimously approved.

COMMENTS FROM THE PUBLIC:

Matt Snyder – Musco Lighting

Mr. Snyder was to be in attendance this evening, but had to cancel as he is attending a conference. He will be attending next months' meeting instead. If anyone has any questions they would like to submit to Mr. Snyder prior to the meeting, they shall give them to Sheila and she will forward them to Mr. Snyder. Unfortunately, when the agenda was made up and sent out, he had not informed her of his conference. Sheila also wanted to inform Chairman Krall that she received a call from Tom Stewart as well concerning this evenings' meeting. He wants to talk to the Board about the lights and the letter that was sent as well. He will be a little late due to ball practice, but he will be here.

NEW BUSINESS

Comprehensive Plan Recommendations

Chairman Krall asked if everyone has read the Supervisors' recommendation on the topic. Sheila explained that there were 2 plans that were submitted for approval. Clyde thought that we had recommended 3 companies for the Supervisors to review. Sheila explained that we asked 3 companies for proposals, but only two of them responded with proposals. They then asked who did not respond? Sheila said it was Spotts, Stevens and McCoy that did not respond with a proposal. Chairman Krall asked if any

Comprehensive Plan Recommendations(cont'd)

of the Board members would like to discuss these proposals or just hand them over to the Board of Supervisors? She feels that we have discussed the topic quite a bit over the past months and if anyone has any questions or comments, now is the time to come forward. Clyde asked if the Supervisors have worked with Rettew previously on various projects and would this tend to sway them towards Rettew for this project? Can we assume that they will automatically go with them or will they look at the other proposals? Chairman Krall said we had originally picked three out of all of the prospective companies. Out of these three, we picked two, of which Rettew was not one of them, but they got in there anyway. Out of those three, we only received two responses to review. One of those was Rettew and Associates and the other was David Miller and Associates, and the only one of those two we recommended was David Miller and Associates. Clyde asked if the Board of Supervisors is expecting us to go further and say that we would prefer one or the other? Chairman Krall said she doesn't think they are expecting us to do that, but these are the choices that they have now because these are the only two we have to submit to them. She said if anyone has a comment or concern to voice about one or the other, now is the time to do it, not later. She went on to say that it is her opinion, that Rettew has the most experience in these types of plan and the Township. They are the ones that did the original plan 10 years ago, so they are familiar with the Township. They are also the ones that said that we needed a park and rec space on the east side of the Township. She said she did talk to an engineer recently that stated, Townships do need to update their comprehensive plans on a regular basis with the changes in the world. Clyde said in reading the resumes, there are highlights as to why and they are actually suggesting that this be done. It is not a flat out yes; we need it yet because it is part of the plan. He feels that the Township is leading towards Rettew, even before we recommend it. He wonders how much experience David Miller and Associates has with this type of plan. Not to say that the Township should not work with Rettew, but he would hate to see them get stuck with something that they feel obligated to stay with at that point. If they have had a good working relationship with them, OK, but otherwise, he doesn't think we should be locked into one company either. He hopes that the Supervisors will keep that in mind when making their recommendation. Chairman Krall asked Clyde if he would like to say for the record that he thinks Rettew is good and they have a good work experience with the Township, but they shouldn't feel obligated just because they have worked with them in the past. He has to admit that he liked what he saw with Rettew's presentation, but that doesn't mean that David Miller doesn't have a good reputation either. Chairman Krall said the reason he had originally picked David Miller and Associates is because he couldn't remember Rettew because they were the first ones to present. In re-looking at these, does he have any opinions on these? He said he got a little more information out of this one; it had a little more "meat" to the presentation. But then we have to look at the cost of the study. If you look at the comprehensive plan and the planning for the new park, the cost is going to be a bit better. The prices seem to be very comparable. Chairman Krall said you have to remember that a job well done is less expensive in the long run, unless, it is a drastic cost difference, she wouldn't even consider that a whole lot. Chairman Krall then asked the rest of the Board if they have a preference in one firm or the other? They said that they are pretty much on the fence and either one would be fine. Clyde suggested that since some of the projects that the

Comprehensive Plan Recommendations(cont'd)

two firms have done are in the area of Allentown and Harrisburg, maybe the members would like to take a small trip to these areas either in a group or alone to view the work that they have already done. Gary asked if they are locked into doing something this evening or do we have more time to decide who we would like to recommend? Chairman Krall said she is pretty sure that we have gone as far as we can, it is now up to the Board of Supervisors. She asked Sheila if this is as far as we can go with this project? Sheila said that is correct, we will not be receiving anything else on the subject. He then asked if we should be making a recommendation this evening to the Board of Supervisors instead of waiting another couple of months. Chairman Krall said we can either make a recommendation this evening or we can leave it as it is and say it is up to the Board of Supervisors. What would you like to do? Do we want to recommend one or the other or wait until the Supervisors make the decision? Clyde asked if we recommend someone to the Board, does that lock them in, in a sort of way that they will pick the one we want? Chairman Krall said we could give them our preference in a one two order and then let them make the final decision based on our recommendation. After some discussion, the Board has decided that they feel Rettew would be the one to do our comprehensive plan and will recommend them to the Board of Supervisors for the project.

Safety Inspection Findings for Park Areas

The Safety Committee has provided a list of items that they found during the routine inspection of the parks as part of their duties as the Safety Committee. Krall mentioned that she does not see anything that huge on the list. Sheila was asked how many maintenance people we have to take care of all these items. She responded that we have one, with the possibility of another one or two college students during the summer months. Krall asked if any of the committee members have been able to attend the safety inspection with the Safety Committee? She was told no. She then asked for any comments the Board members may have. Clyde asked what the comment about the "exposed concrete" area was about at Long Lane Teener dug outs? Sheila said it was on the bench where the team sits. It is down to the ground where we should mulch. They then had some discussion about the tarps laying on the fields and the water that collects on them. It is almost like "artificial" wetlands. Also, some discussion was held about the trash and debris laying about the fields. Clyde said that a lot of this comes from Rt. 72. Sheila said some of this debris is in the dugouts, which is coming from the players, not 72. Clyde insisted that it blows down from 72 right down into the fields. It was terrible this winter. Gary had a question about the fencing that was noted in the report. Sheila said it was mostly the tie-ons that had come off, it was not the fences themselves that have come down. They were concerned about little ones getting their hands or feet caught in the holes for the tie-ons. The fencing is a lot better than it has been in the past.

Pertinent Issues

Letter From Tom Stewart

Mr. Stewart apparently did not realize that he had to ask permission prior to installing soda machines at Long Lane. When he arrives this evening, we will question him about it. A question was raised about the financial responsibility of the machines, the Township or the Sports organizations? That is another thing we will ask him tonight. He assumes that the sports groups will manage them and collect the money, which is fine, he said. Must the Township sign the agreement with Coca-Cola or must they? Sheila said the Township has to sign the agreement because it is on our property and also, because the other machines that we have, we are keeping the revenue to purchase various pieces of equipment for the parks. Gary asked if we already have machines over there? Sheila said no, because we did not want to compete with the associations' concession stand. Clyde asked why they would be putting them up when they have the concession stand in the first place? It could possibly be because they have no one to run the stand. Clyde said it could be because when they have practice, there is nothing there for the kids to drink. This could be one way for them to get around it. Chairman Krall said she would like to throw something out there. She knows what caffeine and sugar does to kids, what about bottled water? She feels that we are promoting bad health by only making soda and sweets available to the kids instead of water and juice that would be good for them. Gary mentioned that the newer machines have both soda and bottled water in them, so you do have a choice. Steve asked if this is something that we need to vote on? Chairman Krall said if he is going to come and ask, we can vote on it, but the Supervisors will have the final say on it. So we could probably give a recommendation. Krall then asked if anyone had a problem with the proceeds from the soda machines at Long Lane to the sports associations, versus the Township? She said she really doesn't have an opinion on it, but maybe someone else does. Gary asked if there were any current problems with the machines that we have now that would prevent us from giving them the permission to have a machine installed? Sheila said that we just received our new machines and the Coca Cola Company manages them and takes care of everything. Krall asked about the electricity that the machines use, is it a lot? Ed Brensinger said it is minimal at the most. Gary asked if that would be our responsibility, paying for the electric bill? Sheila told him that it would be our responsibility to pay. She then said that we would receive a check either monthly or quarterly for the proceeds of the machine. Ed said one benefit we might see is if we would need a new scoreboard, the Coca Cola Company might donate one to the Township. When you pit Coke against Pepsi, you can force them to be real generous. Chairman Krall said she thinks the question is, we have machines that benefit the Township, this would benefit the Association, does anyone have a problem with that? Clyde said he personally does not have a problem with it. Jay asked where the machine would be located? The only place that would have the electric to run it would be at the concession stand. But these are questions that Tom Stewart would be able to answer when he gets here. Ed mentioned that when we owned the machine here at the Township building, Dave would go and buy the sodas and fill the machine himself and would make about \$400-500 per summer on the machine, but then he did all the work as well. Chairman Krall said she is assuming that we would have a recycle can next to

Letter From Tom Stewart(cont'd)

machine to collect the empty containers, is that correct? Ed said there are cans there now for recycling. Chairman Krall said she doesn't here any objections to the request, so do we want to make a motion to approve the request?

MOTION: Motion was made and second to approve the Ebenezer Softball Association to place two soda machines at the Long Lane sports fields and retain the proceeds from the machines. Motion approved.

Mr. Stewart has now arrived at the meeting and Chairman Krall informed him that the Board has approved the use of the vending machines at the Long Lane field. He was asked what type machines they will be. Mr. Stewart said one would have soda and the other will have water and sports drinks. Clyde asked Mr. Stewart if he is aware that there is only one outlet outside the door on the concession stand? Stewart said they were going to run a pipe through the wall that you could cords from the machines through and into the outlet in the building. That way the cords would be kept inside and kept away from vandalism. Sheila said she wanted to let him know that this is only a recommendation to the Board of Supervisors, and then they will make the final decision. She will get that information to the Supervisors so they can discuss and decide at their meeting on the 17th of this month. Gary wanted to remind him to keep a recycling can at the machines. Stewart said there are two already there.

OLD BUSINESS

Ice Cream Parlor Update

Chairman Krall said it looks like the Board of Supervisors were in agreement with the proposal for the ice cream parlor at the lake. Ed said that the Board directed the Solicitor to draft a lease agreement that both parties will have to read and approve prior to the parlor starting up.

Skateboard Letter Received

Chairman Krall said she is very impressed with the drawing that was received from the young man that would like to start the skateboard park at the Lake. He did an excellent job in the planning process. She said he is not giving up in the project and she thinks that we should not give up on him either. She also feels we should give the engineering firm a copy of this plan when they start on the comprehensive plan. Ed said he would be curious to see how the one that the YMCA is building works out and how well the discipline is handled. Chairman Krall asked if anyone has any type of information that they would like to discuss concerning the suggestion of the skateboard park? Gary said he thinks the young man that proposed the park went to a lot of work to put it together and thinks that we should take it under advisement and forward onto to whom ever puts our plan together. Krall said her only concern is that it could take years and years and this young man could be an adult before our comprehensive plan comes into being. Does anyone have any suggestions to make this move forward a little faster? Jay said he would rather wait and see how expensive the plan is going to be. She asked if

Skateboard Letter Received(cont'd)

anyone else had any comments. She asked if the other members would like to put it on hold until a later date? Gary said that would be fine, but we don't want to forget about it. We should get a copy of the sketch plan and keep it for whoever does the comprehensive plan. Krall said she doesn't see anything out of line asking an engineer what we can do in the meantime before we have our great big comprehensive plan. Gary asked if the young man suggested an area where he thought the skateboard park should be or did he just design it and leave the location up to us? Chairman Krall said she thinks he only has the design. Clyde said right now, they skateboard up and down Long Lane. Jay asked if they skateboard on the old tennis courts at all? Clyde said they use that for roller hockey on the court, plus basketball and some other games. Resident Constance Snavelly asked if a couple of pieces of equipment couldn't be put in this area for the time being until something more could be built? That way we would be able to get an idea of the use and the people that are using it. Chairman Krall said that is what she was trying to get at. Clyde said then we would need an area to store the equipment in that perimeter or area because others use it for street hockey and basketball. Chairman Krall asked if it just couldn't be shoved to the one end of the court while the other activities are going on? The question was raised about the insurance for something like this. What would this do to the Townships' liability insurance? Ed said he is sure it would go up since it is a high liability. That is why we really have to use caution in what we put in for recreation. Maybe there is a company out there that manufactures portable jumps and the like for skateboarding. Chairman Krall thinks it is worth looking into. Waiting to see what the YMCA does is a good idea, but what would be wrong with finding out how much the insurance would be and how much the portable equipment would cost? Knowledge is power and one must get more knowledge. Krall suggested that Sheila gets more information on this and present it at the next meeting. Sheila said she gets many, many magazines on recreation and she will look to see if she can find anything on this topic. She asked if any of the other members wouldn't mind looking also, as she is not one to sit and surf the Internet looking for things. Ed suggested that we allow the young people do some research with the various skateboard manufacturers and see what they find out. Sheila agreed with Ed that we should probably get something already made and ready for use in the event that something would happen, it did not happen on something we made. Chairman Krall said they should get all of the information they can to present to the Board.

Pertinent Matters

Flag

A new American flag was donated by Constance Snavelly for Lions Lake. It was asked if this was put up yet? Ms. Snavelly said it wasn't the first few days, but she hasn't been down at the park lately. Clyde asked if we were not discussing putting smaller flags in at the Lake? Sheila said there was an issue of the flags touching the ground. Ms. Snavelly said it would be nice if the people that put the flags in at the tree memorials would collect them when they get old and ratty so they can be destroyed properly. Ed said we do have a flag collection here at the Township building sponsored by one of the Boy Scout troops. So if anyone has any old tattered flags, they can bring them here. Sheila

Flag(cont'd)

said Dave has told her that he does check them occasionally when he has time and takes care of them.

Summer Help

Sheila said due to a health problem, we are not going to have one of our summer helpers returning this year. So we are looking for 2 people to work for the summer, one for here at this park and one for Lions Lake. Gary asked if we should consider more personnel with the growth in the parks? It seems that one full time person will not cut it. Sheila said she definitely thinks it is going to have to happen. Ed said that the seasonal part time kids really work out, but you can't put them together to work. But it seems the regular seasonal people seem to work out a lot better. We have two fulltime seasonal people, with the one being the one with health problems this year. They are both young retirees that have their benefits from their previous employer and are just looking to supplement their retirement income. Ed said the only problem with hiring a regular full time person for the recreation department is that then you have to supply benefits, which can be extremely costly, plus when winter comes, you are looking for something for them to do. The two people that we had last year were great because they could start in early spring and work into late fall in various other departments that needed additional help. Chairman Krall said she would be really curious to see how we compare to other municipalities that have the similar parks and amount of land to maintain and see how many people they have to maintain it.

Lighting Issue

At this time, Chairman Krall said she would like to discuss the lighting issue while Ed is here. She is not sure how much he knows about what is going on and what they are requesting in all of the discussions. He said he knows about some of the discussions that they have had and also knows that they have gotten some quotes. He did steer them towards Musco Lighting. Krall said it is not so much who to get to do the lighting, but we need to discuss the problems that the lighting could bring. We asked them to come up with some solutions to these problems ahead of time, because you know that there will be problems. Ed said he truly believes that it is going to come down to weighing the benefits of lighting those fields versus the harm that they are going to cause by doing so. Krall said since they are the only public here at the meetings, they are the only ones you hear and only hear the benefits. At that point then, we become the devil's advocate. Gary asked if there is any way that we can specifically graph how much parking we are going to need if we light those fields? Is there any way we can get an estimate of what we would need? Clyde said he thinks Ed would be the perfect person to look into this when it comes to looking into the parking area that is available. He feels this is the biggest issue right now with the east side of the teener field and the south side of the teener field being available and then Long Lane and the school lot. Another thing to consider is the number of teams involved. He is sure that square footage is going to be part of it. There will be overlaps of games being played which could cause problems with the parking. How much space do we have available for all of this? He feels we need to find this out first before we move ahead with the lighting. He

Lighting Issue(cont'd)

said there are a lot of driveways on Long Lane that are being used as "turn-arounds" by the spectators because they don't want to drive down around the ball field to park on the lower side of the ball field. Gary said he figured that we would have about 2.5 cars per player, 15 players per team, 2 teams playing at a time. That comes to 37.5 cars per team. Where are we going to put all of these cars with the space we have? You add another game to the schedule because you lights and we could have the possibility of 225 cars that need to park. Where are we going to put them? Chairman Krall said the other concern we had was the lighting itself and how it would impact the residents in that area. Do they want the lights shining in their homes or back yards? Gary said he would feel comfortable with an engineer designing the layout of the lights and the direction of the light as to not bother the residents. But lighting the ball fields in general is going to light the entire area somewhat. Krall then asked how long the lights would be lit? They wouldn't be lit all night would they? Clyde said that is an issue that concerns him because we do not have an ordinance that regulates the lights and have nothing to fall back on to regulate the times. Do you wait until the lights are up to come up with an ordinance or prior to the light installation? Ed said if that is going to be part of the process, then the ordinance would come before the lights. Clyde said that way we could get input from all sides, not just the sports organizations. He said he really thinks we need to think about this because, for example, the lights at Heiseys' fields can be seen all the way from Rt. 934 at night and does cause quite a glare. This is something we need to consider. Ed said, you could see the lights from Penn National from here. Clyde said that is different though. They do not cause a glare as the lights on the ball fields do. He said he is comfortable with a professional lighting company come in and give us ideas and costs. That way the lights can be directed in such a manner as to not disturb too many residents. He said he doesn't want to see the situation that they have with Heisey's right now, happen on Long Lane. Ed said he is not defending anyone here, but he doesn't think we have received any complaints about Heisey's as far as he knows. Clyde argued that you don't have a residential area right next door either. Ed said Deerfield North is there. Clyde said but there is a line of trees that buffer the area. It is not right in their front yard. It is quite a distance between the ball field and Deerfield North. This is right across the street. He feels that the lighting done and done right would be no problem. But when you have three fields being lit at the same time, you need some type of control over those lights and the hours that they can be in operation. At the same time, Chairman Krall said it would solve the shortage of fields for right now. Clyde also brought up the topic of curfew and the hours that the kids can be out in public. Ed said that the curfew ordinance has exceptions that would be taken into consideration. Chairman Krall asked Ed if they were to get a presentation from the lighting company and we like them, is she hearing from him, that the Township would then first have the ordinance adopted to protect the Township? He said he feels that there should be something set in place to regulate the times that the lights could be used and when they would have to be turned off. He also knows that the lights can be put on a timer of sorts that they would automatically turn off at a certain time. He said he doesn't think that the sports association would abuse the time limit set by the board and doesn't think that we would have to go to the extent of have the lights on a timer. She said she realizes that, but she also thinks we need the ordinance to protect the association and us. Ed said if we don't have an ordinance

Lighting Issue(cont'd)

we have no way of policing the area and enforce the times. Krall asked if this would be a problem for the Supervisors to start looking at an ordinance to address the lighting? Ed said he thinks it would be a good time to start working on it. He then asked if any discussion was held as to who is going to pay for these lights? Stewart said they were going to try to get a grant, but they needed information from the Township in order to do that. They were not sure if they could apply for the grant or not because they do not own the fields. They thought possibly the Township would have to apply for the grant since they own the property. Stewart said he has the forms already; he just needs to fill them out. Sheila said she is sure that even while the lights are not on, there is going to be a minimum line charge. Who is going to pay for that? Stewart said whom ever uses the fields would be paying for it. She then asked what about the times when it is not being used by anybody, who pays then? He said he assumes they would split it with football. Krall said it is easy to say they will pay for it before they know how much it is going to cost. He said they do the same thing down at Stoevers'. If they can do it, we can do it. Ed suggested that they ask Stoevers' what it costs to use their lights and what all the cost are. Gary also suggested they ask the City to see what their ordinance is concerning the lighting situation. Sheila asked if Cedar Crest has to follow the South Lebanon Township ordinance? Ed said he is not sure. Chairman Krall said maybe Musco Lighting could give us an idea of the costs involved the lighting and electricity costs. Ed said getting back to the ordinance issue, we would have to have a public hearing and have it advertised prior to adopting the ordinance, so that way, the residents that live in that area would have the chance to speak up and voice their concerns. Krall added that we are never going to please everyone, ever. But, we cannot forget that balls flying in peoples' yards and lights shining in their windows are a real concern to them and we should not laugh it off. This could be a real problem to some people and we need to consider their feelings as well. She also reminded the Board that we couldn't simply throw out an idea because we are afraid of what people might think because it could benefit the majority of the people and a good cause. Clyde said before that idea becomes a reality, does this Board have to make a recommendation or does the sports teams have to approach the Supervisors to request a graded or paved parking area or some sort? Ed said that the parcel of land that was received as part of the HDC project has been earmarked for parking for the sports fields. There is some work that needs to be done before it would be ready for parking and we would want to be able to get the maximum amount of parking out of this area. Sheila asked a question about the grant money. She said when other grants have been handed out for sports facilities; the parking area is included in the grant money. Have they thought of this or looked into the possibility when they do the lighting and you ask for money for the lighting, that you can ask for money for the parking area as well? Stewart said they could ask for anything at this point, since they can't have one without the other. Ed thinks we are all guilty of thinking too small in the past and we need to start thinking on a larger level. We need to start looking ahead to the future and what do we need in the future. Chairman Krall the Board if they want to make any decisions this evening or do we want more information before we recommend this to the Board of Supervisors? Ed asked if Tom knew what type of grants they are going through? He said he had no idea what type they are looking at. Jay suggested that we pass this

Lighting Issue(cont'd)

along to the Board of Supervisors and let them make the decision. Gary said we could pass it along, but with several of the concerns that have been voiced here this evening. The lighting has to be addressed because of the glare; the curfew has to be addressed because of the kids being out in public too late, an ordinance for time of the lights being lit, and the parking situation. The last thing would be who would be responsible for obtaining the grant and making the application, the Township or the sports organizations and of course, the cost of the project. Krall would like to see the electric bill be included in there as well. Sheila asked if they want the lighting rep to attend the next meeting? They all said yes they think that is important. Chairman Krall said she thinks the faster we get going on this, the sooner the Supervisors can get to work on it. The longer it takes for us to make a recommendation, the longer it will take to have the work passed along to the Supervisors. Chairman Krall wanted to make a comment about the support between Boards within the Township. She said when one of our issues come up at a Board of Supervisors meeting, she feels we should be there to back them up and support them. The way the newspaper interprets what goes on at our meetings, isn't always the way it actually went. So if you read the newspaper, you will get a totally different version of what actually occurred at the meeting. Chairman Krall asked if we want to vote on this issue this evening or do we want to wait until we hear the rep from the lighting company give his presentation? They decided that they would rather wait until we hear the information at next months meeting.

INFORMATION ITEMS

There were no information items this evening.

MOTION: Motion was made and second to adjourn the meeting. Motion approved.

With no more information before the Park and Rec Board, the meeting was adjourned at 8:30 PM.

Respectfully submitted,

Tina M. Haser
Recording Secretary