

**MINUTES
NORTH LEBANON TOWNSHIP
PARKS & RECREATION BOARD
March 2, 2021**

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

The following members were present:

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|-----------------|----------------------------|
| Dwayne Elder | Chair |
| Corey Hetrick | Vice-Chair |
| Kathy Sattazahn | Member |
| Ryan Schmidt | Member |
| Mark Grumbine | Member |
| Lori Books | Assistant Township Manager |

Dave Strohm, Park and Rec Foreman, was also in attendance.

COMMENTS FROM THE PUBLIC

There were no comments from the public as there was no public in attendance.

Chair Elder asked if there were any additions or corrections to the minutes or for a motion to approve the minutes from the January meeting. The February meeting was canceled.

MOTION: Motion was made and seconded to approve the January minutes. Motion carried.

ASSISTANT TOWNSHIP MANAGER REPORT-Lori Books

New Business

Slide Replacement at Community Park – Per the park assessment completed last year, both metal slides were removed as they were deemed unsafe. Even though it was not originally budgeted to replace the slides, Lori is looking for a recommendation from the Park and Rec board members on possible replacement items. Her suggestion included installing a double slide for kids to race down, and some type of spinning equipment they can climb on. This will create more variety rather than just adding more slides as there are still two at the park. All members agreed to recommend purchasing a double slide and another piece of equipment, whatever it may be. Lori will prepare a memo for the Supervisors.

Wedding Ceremony at Lions Lake – Lori received a request from someone who would like to hold her wedding ceremony at Lions Lake on the fishing pier. Her request is for the wedding ceremony only. There will be about 20 people. She will not have tents, food, or decorations and does not plan on renting any of the pavilions. Her ceremony will be August 20, 2022. It would not last longer than an hour. Lori is asking for approval/recommendation. She also asked if we should be charging a fee, and if we should prepare an agreement.

All members agreed there should be no charge as it is a public park. They do, however, agree that there should be a written agreement prepared to hold the Township harmless in the event something would happen.

Dwayne stated that they should not throw anything after the vows, i.e., rice, confetti, etc. Lori will make sure that is specified in the agreement.

Disc Golf Tournament – A request was received to hold a one-day disc golf tournament at Lenni Lenape. They are asking for access to the bathrooms and the pavilion. Lori asked if we should only charge the pavilion rental fee or if we should be doing something different as this is a tournament. She is looking for a recommendation from the board. The Board members all agreed yes, an additional fee should be charged. A Certificate of Liability should also be required.

The Board members are in favor of the event being held; they would just like to have more specific details. They suggested asking the span of time they would be at the park, how many people are/will be registered, will there be food/accumulation of trash, would they be renting the pavilion, if yes with or without electric, is there a rain date, reminder of no alcohol, etc.

Lori will come back to the board next month with the additional information she gathers. It was suggested to reach out to neighboring townships to see how they handle these types of tournaments. Lori will reach out to Jackson Township and South Lebanon Township to see how disc golf tournaments are handled in their parks.

Opening Restrooms for 2021 Season – Due to COVID, the park restrooms remained locked for the 2020 season. If someone had rented one of the park pavilions, we did unlock the restrooms for their event and then sanitized after each event. Lori is asking what the Board members would recommend for this year. CDC guidelines recommend restrooms be opened and should be cleaned at least once daily, if not more. Dave informed Lori that Elmer already cleans the Lions Lake restrooms daily. Lori is suggesting the restrooms be opened and adding signage indicating that they are only cleaned once a day/use at your own risk. Neighboring Townships are also opening their restrooms and have added signs.

Lori explained that if we would use portable toilets again, she learned we must also rent handwashing stations. This would be an additional expense. She suggests the Board members consider opening the restrooms this year.

Mark commented that this daily cleaning would only be Monday-Friday; no weekends unless the pavilions/restrooms are rented. This is the same practice he has been following at Jonestown Borough for their parks.

All Board members agreed the restrooms should be opened at each park with signage explaining the risk of COVID and daily cleaning. We will program the automatic locks to have the restrooms open at dawn and lock at dusk.

Opening Concession Stand for Sports Season – Lori is asking the Board members what their thoughts are on opening the concession stand for the upcoming sports seasons. Will they be able to operate and sell prepared food or will they be restricted to prepackaged food again? CDC recommends selling prepackaged items as much as possible. Most items do come prepackaged, such as drinks and snacks. The only items that would not fall into that category would be hamburgers, hot dogs, french fries, and soft pretzels. It was suggested to use tongs and gloves when handling cooked food. Dwayne responded they were used even before COVID. Hand sanitizer should also be accessible at the counter for customers. The Board members agreed that the concession stand can be opened and must follow all CDC regulations in place at the time of each use, such as wiping down and sanitizing, erecting signs encouraging six-foot social distancing while in line, wearing of masks, etc. Lori will type a memo to the Board of Supervisors with all the Board members recommendations.

Dwayne will require each team to provide their own hand sanitizer for the dugouts. He also purchased Lysol spray for the equipment as some cannot be wiped down. CDC will allow bleachers to be opened this season and families in the same household can sit together. Signs should be posted to maintain social distancing.

Regarding spectators, the CDC recommends no more than two guests per player. Dwayne stated this is tough to regulate when you are outside at a public park.

Pertinent Issues – Last year North Lebanon Township applied for a DCNR Grant which included the shoreline restoration, improvements to the Lions Lake playground, extending the walking path, and resurfacing or paving all the parking areas. Due to COVID, this grant lost its funding however, we were encouraged to apply again this year. The same grant/application will be submitted minus the installation of the new boat dock as it will be completed this year. Lori is looking for a letter of support from the Park and Rec Board to the Township. She tweaked the same letter from last year and is asking for authorization for Dwayne to sign on behalf of the Board. All Park and Rec Board members agreed to allow Dwayne to sign the letter of support for the DCNR Grant on behalf of the Board.

Lori received a request letter from Keystone Novelties to set up their annual firework tent at the bottom of the dam breast at Lions Lake. It will be set up June 19, 2021 and taken down July 10, 2021. All sales would end on July 5, 2021. Last year the Township charged \$600.00 for the rental of land. Lori is seeking a recommendation from the Park and Rec Board. It was suggested to bump the fee up to \$700.00 and all Board members agreed. Lori will type a memo to the Board of Supervisors stating the Park and Rec Board recommends granting Keystone Novelties permission to rent the land at the base of the dam breast at Lions Lake for their fireworks tent sale with a proposed fee of \$700.00.

PARK & REC ACTIVITIES

Around 100 yards of mulch has been spread throughout the parks. The annual fire extinguisher inspections were completed.

Lion’s Lake – The two-piece countertop in the rental pavilion was refurbished.

Community Park – The metal frames on the two soccer goals were repaired. All metal slides were removed as suggested by the Playground Assessment. Two new seesaws have been made and are ready to be installed.

Lenni Lenape – The new pavilion/storage building construction has begun. This is partially funded by the Marcellus Shale Grant from the County Commissioners.

MOTION: Motion was made and seconded to adjourn. Motion carried.

With there being no more business brought before the Parks and Recreation Board the meeting was adjourned at 7:36 P.M.

Respectfully submitted,

Molly Lum
Recording Secretary