

MINUTES
NORTH LEBANON TOWNSHIP
PARKS & RECREATION BOARD
April 7, 2026

The regularly scheduled meeting of the North Lebanon Township Parks & Recreation Board was called to order at 7:00 PM by Chair Elder at the North Lebanon Township Municipal Building located at 725 Kimmerlings Road, Lebanon PA. The Pledge of Allegiance was recited. The following members and Township staff were present:

Dwayne Elder	Chair
Corey Uhrich	Vice Chair
Audrey Blauch	Member
Amber Royles-Eby	Administrative Assistant

Absent:	Ryan Schmidt	Member
	Mark Grumbine	Member

Also in attendance was Township resident, Jim Cikovic

COMMENTS FROM THE PUBLIC: There were no comments from the public.

MEETING MINUTES from March 3, 2026, are ready for action. Chair Elder asked if there were any additions or corrections to the minutes. Hearing none, he asked for a motion to approve the minutes from March.

MOTION: Motion was made by Audrey and seconded by Corey to approve the minutes from March 3, 2026. Motion approved unanimously.

ADMINISTRATIVE ASSISTANT – AMBER ROYLES-EBY

Old Business - None

New Business

New Plans / FILO - Estates at Hearthside Phase 2 – This subdivision development phase will have 24 SFD lots. In March, the Board of Supervisors approved the signed agreement and accepted the fees paid by The Developer. Total FILO fees paid to the Township prior to plan approval was \$52,800.00.

Lenni Lenape Park - Two Tree Dedications - First tree was selected by Township resident Joan French. Tree # 6 is a Flash Fire Sugar Maple located near the playground. She has signed the agreement and paid the fees. Administrative Assistant Royles-Eby asked for a motion to make a recommendation to The Board of Supervisors to accept this tree dedication.

MOTION: Motion was made by Corey and seconded by Audrey to make a recommendation to the Board of Supervisors to accept this tree dedication with Joan French at Lenni Lenape Park. Motion approved unanimously.

Second tree selected for dedication is from Township resident Phyllis Casper. Tree # 14 is a Swamp Oak Tree located along the newly paved walking path. She has chosen to make payment installments with the Township. We did receive her first installment along with the signed agreement. Administrative Assistant Royles-Eby asked for a motion to make a recommendation to the Board of Supervisors to accept this tree dedication with Phyllis Casper at Lenni Lenape Park, contingent upon her final payment.

MOTION: Motion was made by Corey and seconded by Audrey to make a recommendation to the Board of Supervisors to accept this tree dedication with Phyllis Casper at Lenni Lenape Park, contingent upon her final payment. Motion approved unanimously.

Northern Lebanon Rotary Club - Donation – In March, the Northern Lebanon Rotary Club contacted Gary Heisey to see what potential projects within the Township could benefit from a \$5,000 donation provided by the Rotary Club. Their board discussed using the donation funds towards replacing the Lions Lake park entrance signs at both Water Street and Jay Street. Public works director Jared has been in communication with Colleen from the Rotary Club and provided her with a cost estimate that was prepared by Horst Signs in Myerstown. The Township Park & Recreation funds will cover any remaining expenses left over after the Rotary Club’s donation. We plan to budget next year to have the Lenni Lenape Park sign replaced and possibly moved closer to the park’s entrance.

2026 GO Lebanon Program – A representative from WellSpan contacted the Township in March regarding this year’s GO (Get Outdoors) Lebanon Summer outdoor program. This program collaborates with various library systems in promoting kids and families to do outdoor activities within the county. The program is accessible through their Beanstalk app, or families are still able to use the previous rubber sheets and booklets method. The program runs when school gets out for the summer from early June to mid-August with prizes geared towards outdoor activities. In March, the Board of Supervisors approved WellSpan’s request for the 2026 GO Lebanon Summer program to utilize both Lenni Lenape and Township Community Parks. The only reason the Board of Supervisors acted prior to the Parks & Recreation Board recommendation was because they needed a quick turnaround with a March printing deadline.

Mobile Food Vendors / Trucks – The Township has received multiple inquiries over the past couple years regarding the use of food truck vendors within the Township and on Township property. Administrative Assistant Royles-Eby researched neighboring municipalities’ ordinances and policies regarding their allowance of food trucks for comparison. The Board of Supervisors was provided with this information and is looking for input, feedback, and support from the Parks & Recreation Board before moving forward and continuing discussions on allowing the use of food trucks and adopting any new ordinances. The Parks & Rec Board was provided with a draft ordinance to review and provide feedback. Overall, this process will take about 2-3 months to complete as we will need to discuss, revise and finalize the ordinance. Once the official ordinance is ready for action, Solicitor Leonard will advertise for a public hearing for the Board of Supervisors to consider adoption of the ordinance. The Township’s fee schedule would also be revised accordingly if approved.

The Parks & Rec Board have proposed the following changes and recommendations for the Board of Supervisors to review and consider:

1. Annual permit fee kept between \$25.00 - \$50.00
2. Operating hours to align with the park hours – Open Dusk to Dawn
3. Ensure strict rules & regulation with vendors when it pertains to cleaning up. Ensuring the site is maintained in the same condition it was found upon their use of the location. Trash responsibilities should be clearly defined and assigned. Ensure there is no illegal dumping occurring within or in the vicinity of nearby storm drains.
4. Having a certified food safety handler on site during operation
5. The words “Annual Permit” to be clearly stated on the permit application and clearly stated within the proposed ordinance
6. Make changes to the drafted ordinance under section two: number one & two – “farmers selling produce” & “mobile ice cream / water ice trucks”. P&R Board considered this a grey area. They discussed to remove them entirely or include these two with having to obtain township permits too.

MOTION: Motion was made by Audrey and seconded by Corey to recommend to the Board of Supervisors to approve the allowance of mobile food trucks and vendors within The Township and on Township properties subject to the recommendations proposed by the Parks & Recreation Board. Motion approved unanimously.

Marcellus Shale Grant – Township submitted this application in November of 2025, requesting the full amount of \$25,000. To help fund our renovation project for the walking path at Lions Lake Park. In March we were awarded the full amount of \$25K from the County Commissioners.

PARKS & REC ACTIVITIES - All members were provided with Dave Leid’s activity report for March.

With there being no more business brought before the Parks and Recreation Board, the meeting was adjourned at 7:23 P.M.

MOTION: Motion was made by Corey and seconded by Audrey to adjourn. Motion approved unanimously.

Respectfully submitted,

Brandi Trumbo
Recording Secretary