

MINUTES

RECREATION AND PARKS BOARD:

LOWER ALLEN TOWNSHIP

REGULAR MEETING

JANUARY 28, 2026

The following were in ATTENDANCE:

BOARD MEMBERS

Megan Klenzing, Chair
Lauren Casselberry, Vice Chair
Scott Duncanson
Greg Mahon
Susan Parry
James Kaiser

TOWNSHIP PERSONNEL

Helen Grundon, Administrative Assistant
Tom Stambaugh, Park Operations Supervisor
Renee' Greenawalt, Recording Secretary
Ben Powell, Public Works Director

LIAISON

Joshua Nagy, Vice President
Amanda Mutchler, Commissioner

CALL TO ORDER

Ms. Grundon called the January 28, 2026, Regular Meeting of the Lower Allen Township Recreation and Parks Board to order at 7:00 pm.

ELECTION OF OFFICERS

Ms. Grundon requested nominations for the position of Chair. Ms. Parry motioned to nominate Ms. Megan Klenzing as Chair. Hearing no additional nominations, nominations were closed. The motion passed 6-0, and Klenzing was elected Chairperson.

Ms. Klenzing requested nominations for the position of Vice Chair. Ms. Parry motioned to nominate Ms. Lauren Casselberry. With no further nominations, the motion passed 6-0 to elect Ms. Casselberry as Vice Chairperson.

Ms. Klenzing requested nominations for the position of Secretary. Ms. Casselberry motioned to nominate Ms. Susan Parry. After discussion and confirmation of willingness to serve, nominations were closed. The motion passed 6-0 to elect Ms. Parry as Secretary.

APPROVAL OF MEETING MINUTES

Ms. Parry motioned to approve the minutes of the November 19, 2025 Regular Meeting. Mr. Kaiser seconded. The motion passed 6-0.

PUBLIC COMMENT

There was no public comment.

COMMISSIONER LIAISON REPORT

Vice President Nagy provided an update on Township matters, including the recently approved development at Liberty Forge Golf Course. The approved project includes a 193-unit, age-restricted (55+) independent living residential development consisting of 137 single-family homes and 56 duplex units. The driving range, miniature golf, and restaurant facilities will remain. As part of the development approval, a new primary entrance will be constructed farther down Lisburn Road, and the existing main entrance will become emergency access only. Improvements will include a turn lane, flashing pedestrian crossing, and a trail connection linking the development to Lower Allen Community Park. The developer will also preserve green space and maintain riparian buffers. Public water will be extended to serve the development. Traffic studies have been completed as

part of the approval process. Board members expressed appreciation for the pedestrian connectivity and safety improvements associated with the project.

Vice President Nagy also introduced newly elected Commissioner, whom was appointed as the liaison to the Rec and Park Board, Amanda Mutchler, who holds a Master of Public Administration degree and expressed an interest in becoming more involved in local government.

TOWNSHIP STAFF REPORT

Ms. Grundon presented the Recreation and Parks Staff Report, and referenced the written report provided in the meeting packet. One staff member recently obtained his CDL certification and assisted with snow operations. Due to winter conditions, park activity has been limited; however, prior to the snow, staff completed tree removal along trails, pavilion and bleacher repairs, and routine maintenance. The camera installations at certain parks have reduced reported issues.

OLD BUSINESS

Creekwood Park

Director Powell provided an update on the Creekwood Park improvements, which were completed in December. The project included reconstruction of the access road and parking lot, installation of a formal boat launch, and related site work, totaling approximately \$340,000, partially funded through grants. Board members were encouraged to visit the site. Staff noted ongoing concerns regarding adjacent property owners accessing private property through park land, and potential boundary demarcation solutions may be considered in the future.

Additional updates included progress on the Beacon Hill project, with plans submitted to the Conservation District and grant funding secured for future phases. The Board discussed potential allocation of grant funds toward playground equipment and noted plans to pursue additional grant opportunities for other park improvements.

Director Powell also presented an update regarding the Gateway Park project at the corner of 18th Street and Hummel Avenue. Following recent Township Board approval, staff will proceed with installation of a masonry gateway sign and related site improvements under a lease agreement with New Enterprise. Preparatory work will include removal of old foundations, fencing, and a dead tree. Additional features such as benches and minor trail adjustments are planned.

NEW BUSINESS

2026 Easter Egg Hunt Update

Ms. Grundon reported that the event is scheduled for March 28. Donations have been requested, signage will be updated, and coordination is underway for volunteers and egg stuffing. The Board discussed event timing and volunteer needs. The consensus on timing was to keep it the same as prior years, with three groups, at 10:00, 10:30 and 11:00 a.m.

Ms. Casselberry introduced a proposal for a potential spring “Picnic in the Park” event in May 2027, featuring food trucks, small business vendors, and live music. Discussion included potential locations, parking considerations, and scheduling conflicts with sports programming. Lower Allen Community Park was identified as the most feasible location due to parking and facilities. Further planning will continue.

Ms. Casselberry also provided updates on the Fall Fest event scheduled for October 17, which has seen increased vendor interest. The Yappy Hour event was confirmed for September 17, 2026.

The Board also reviewed park tour procedures and reporting expectations, confirming that members will complete park inspection sheets and submit notes to the Secretary for compilation and distribution.

ADJOURN:

The Regular Meeting of the Recreation and Parks Board was adjourned at 7:51 PM. The next meeting will be held on February 25, 2026 at 7 PM.