

## MINUTES

**RECREATION AND PARKS BOARD:**

**LOWER ALLEN TOWNSHIP**

**REGULAR MEETING**

**MARCH 25, 2026**

**The following were in ATTENDANCE:**

### BOARD MEMBERS

Megan Klenzing, Chair  
Lauren Casselberry, Vice Chair  
Scott Duncanson  
Rick Grove  
Greg Mahon  
Susan Parry

### TOWNSHIP PERSONNEL

Helen Grundon, Administrative Assistant  
Tom Stambaugh, Park Operations Supervisor  
Ben Powell, Public Work Director

### LIAISON

Commissioner Amanda Mutchler

### CALL TO ORDER

Ms. Klenzing called the March 25, 2026, Regular Meeting of the Lower Allen Township Recreation and Parks Board to order at 7:00 pm.

### APPROVAL OF MEETING MINUTES

Mr. Grove motioned to approve the minutes of the February 25, 2026 Regular Meeting. Ms. Parry seconded. The motion passed 6-0.

### PUBLIC COMMENT – **Creekwood Park Trail to Beacon Hill**

Resident Jeffrey Gelburd addressed the Board regarding the Creekwood Trail from Allendale Neighborhood to Beacon Hill Neighborhood. Mr. Gelburd would like to see the trail complete in macadam, some of the trails are paved, while other areas are natural or are on wooden boardwalks. The trail is in a low-lying area, and when we receive a lot of rain the trail floods in areas or holds water, and access is not the greatest. Another area in question is the trail that leads to and from Maplewood Court to the trail, which is accessible but would like to see this area paved for easier access. Discussion ensued.

### Park Tour Monthly Reports

#### **Beacon Hill Radar Site and Beacon Hill Park**

Ms. Klenzing reported a recent visit to Sheepford Park. Conditions were soggy but generally better than anticipated. Key observations included:

- Beacon Hill, park side general cleanup of trash, mulch needs added around the play structure, the play structure needs cleaned up. It is starting to really show its age, and use should look into replacing it soon.
- Beacon Hill Radar Site, the historic plaque is getting hard to read, might need redone or replaced.
- Mr. Mahon asked for the status of the Beacon Hill Radar Site construction, Director Powell informed the Board that the plans were sent to Cumberland County for the Stormwater review. Cumberland County gave comments regarding the plan; those were reviewed by the Engineer and the plan was resubmitted to the county. The Township should get notification in the Spring; the Township can then apply for all the permits that will be needed and start construction late summer or early fall of this year.

### COMMISSIONER LIAISON REPORT

Commissioner Mutchler had no report.

### TOWNSHIP STAFF REPORT

Ms. Grundon presented the Parks Maintenance Staff Report, and referenced the written report provided in the meeting packet. Key updates included:

- Staff assisted the Facilities Department with painting hallways, running wires, and cleaning out the floor drains in the fire bays at MSC.
- Staff tore out the olds counter on the upper level of the barn replacing it and painted the upper level with new colors.
- A fallen tree was cut up and removed from Creekwood Park.
- A new water fountain was installed at the Public Works Facility with the assistance of Parks staff.
- Staff helped with plowing in the Township after the snow event, then went into Lower Allen Community Park to clear snow from parking areas.

## **OLD BUSINESS**

### **Township Easter Egg Hunt**

This Saturday, March 28 starting at 10:00 am, Rec & Park Board members are asked to be there starting around 8:30 to distribute eggs. Mission BBQ and Members 1<sup>st</sup> will be set up there for attendees to visit. The Rec & Park Board will have a table set up to discuss parks, and share information about our Garden Plots. Ms. Casselberry is dressing as the Easter Bunny.

### **Yappy Hour**

Thursday, September 17 starting at 4:30. Vendors are starting to sign up, we have one dessert truck, no food trucks, and no alcohol vendors so far. The photographer from last year is returning again this year to photograph the event. Yappy Hour event was shared on local Facebook pages to drum up more vendors, food trucks, etc.

### **Yellow Breeches Park-Garden Plots**

The Township has advertised that there will be 20' by 20' garden plots available for those who do not want a 40' by 40'. Staff looked into cost for a rain barrel stand that would hold three rain barrels to collect rainwater for garden plot users. They would be built on a sled for ease to move around, drained in the fall, and staff would fill them in the spring once they are installed. A request would go to the stormwater committee for approval to finance the project. Discussion ensued.

### **LAS Region 4 Grant**

The Township was successful in getting this grant for the Wass Park play structure. Currently there are two play structures which would be moved to one location for ease of parents with multiple children. This also includes the poured rubber matting that will be placed around the play structures. The grant will cover the cost of the play structure and the Board of Commissioners budgeted for the poured rubber mating. This project will not be completed until the required financial audits are completed. There is a two-year time frame to get the work done, which should provide plenty of time to complete the project. The other issue is the money budgeted for 2026 for rubber mating, if it cannot get it done this year it would need to be budgeted again next year. Discussion ensued.

### **Gateway Park**

The project was just awarded; the winning bid was SLC Excavating out of Quarryville. The bid included the concrete sidewalks, totaling \$96,750. Director Powell calculated the construction amounts, with engineering design, added a little cushion to the totals, with all the grants that we have gotten or applied for we will be able to cover all the cost for the Gateway Park project, and the Fee in Lieu funds can be utilized at another park project.

### **Sheepford Letter of Support**

Director Powell is currently working on submitting an application to DCNR for the C2P2 Grant Program for the Sheepford Park play structure. Director Powell asked for a letter of support from the Rec & Park Board to support this application. This project will include the ADA curb ramp into the park and poured in place rubber mating. Additional landscaping will be added, with new trees where old pine trees have fall or died, trees along the frontage, and a flower bed near the pavilion, which will be maintained by a local group. Discussion ensued.

Ms. Parry motioned to approve the signing of the Letter of Support for the DCNR C2P2 Grant application for Sheepford Park. Ms. Casselberry seconded. The motion passed 6-0.

## **NEW BUSINESS**

### **Wass Park – Yetter Field and Girls Softball Field Reconditioning**

Trinity High School Athletics reached out to request a contractor reconstruct the pitcher mound at Yetter Field and the girls' softball fields, in place of paying for their use of the fields. The Township already had budgeted money to redo areas of both fields, but due to the winter weather it was not able to get to it before their seasons started. Township staff met with the contractor and will be moving forward with work which will take place over the next week or two.

### **2026 Field Leases and Agreements**

All but one 2026 Field Lease and Agreements have been turned in along with all organizations' certificate of insurance. One youth league was turned away due to not having any field availability.

### **Creekwood Park Ribbon Cutting Ceremony**

Director Powell is coordinating with the Yellow Breeches Water Shed Organization to hold a ribbon cutting ceremony during the day in the month of April. Please email your availability to Director Powell, he will send out a poll to coordinate the date and time for the ceremony.

Mr. Grove asked if the Township could install a few Watch Children signs. Since there is a paved road in place of the stone road, people are driving faster through that area and there are families that walk around that park daily. Director Powell will check into it and talk with staff.

## **ADJOURN:**

The Regular Meeting of the Recreation and Parks Board was adjourned at 8:18 PM. The next meeting will be held on April 22, 2026, at 7 PM.