

MINUTES

RECREATION AND PARKS BOARD:

LOWER ALLEN TOWNSHIP

REGULAR MEETING

April 22, 2026

The following were in ATTENDANCE:

BOARD MEMBERS

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

TOWNSHIP PERSONNEL

Helen Grundon, Administrative Assistant
Tom Stambaugh, Park Maintenance Supervisor
Renee' Greenawalt, Recording Secretary

LIAISON

Commissioner Amanda Mutchler

CALL TO ORDER

Ms. Klenzing called the April 22, 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 March 25, 2026, Regular Meeting. Ms. Parry seconded. The motion passed 5-0.

PUBLIC COMMENT – Allendale Park and Creekwood Park

Mr. Mahon reported on the recent tour of Allendale Park. Key observations were that it was found to be in good shape. All items on the inventory list were present. A couple of outdated items were noted in the kiosk. Weeds were observed in the mulch/play surface area and should be addressed. The play area could also benefit from an additional layer of mulch. The play structure at Allendale is dated and should be added to the replacement schedule. It was noted that the current rough order for replacements is Wass Park, Sheepford, Allendale, then Beacon Hill. A resident asked if a single ring basketball hoop could replace the double ring, as single rings are prone to bending when users dunk and hang on them the Township installs the double rings, so they are not replaced more than needed.

Mr. Mahon reported on a visit to Creekwood Park following the recent driveway improvements. Observations were that the driveway is now much wider, and the boat launch ramp has been repaved in concrete. A speed bump was suggested, both independently by Board members and by a neighboring resident, to slow vehicle traffic on the newly paved road. It was acknowledged there may be plowing considerations, but the Board asked that it be given consideration. A suggestion was made to consider relocating the handicapped parking space closer to the trail head. Discussion ensued regarding the current location near the boat launch, which allows kayakers with disabilities to access the water. The Board agreed the current placement made sense given this use. Several dead trees were observed near the creek and along the trail. The Board asked about the Township's practice for proactive tree removal. It was clarified that trees along the creek bank may fall under a different jurisdiction. Staff will evaluate the tree nearest the boat launch area. The picnic tables, grill, and trash cans were noted to be spread apart. The Board suggested moving the trash cans closer to the picnic table cluster. It was noted the kiosk was removed during construction and should be replaced; picnic tables are planned to be moved back near that area. One bat box lid was reported to be broken (split into two pieces) and may need a new board or repair. The bat boxes at Creekwood Park were discussed. A neighboring resident suggested they should face north and be positioned closer to the creek to provide shade, which also helps reduce white-nose syndrome transmission. Currently the boxes face south in full sun. The Board noted the boxes were a Boy Scout project and that repositioning them would require a lift. It was agreed the boxes would be more effective if relocated. Mr. Grove

requested that 'Watch Children' signage be installed at the park, as noted at the prior meeting. Ms. Grundon confirmed it is on the list, noting the sign shop is currently busy.

Mr. Mahon also reported on a hike of the full Creekwood to Beacon Hill trail. Key findings were that the trail was generally in very good shape. Rotted boards were found on the fourth boardwalk section heading from Creekwood toward Beacon Hill and on the first boardwalk set past Route 83. Each had a handful of rotted boards. Several paths were found descending from the hill to the trail. One appeared to have been used for dumping material. The low-lying area near Beacon Hill showed evidence of past water pooling but was relatively dry during the tour. Two benches were noted along the trail. Discussion was held regarding a possible future connection to the trail system in Cumberland Borough. Cumberland Borough recently completed a comprehensive park plan; their current priority is Borough Park, including a pervious pavement walking path. Riverside Park is currently closed due to water and drainage projects.

Ms. Grundon noted that next month's tours of Cedar Run Spring Park and Pete's were assigned to Ms. Parry.

COMMISSIONER LIAISON REPORT

Commissioner Mutchler did not have anything to report.

TOWNSHIP STAFF REPORT

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

- Both levels of the barn have been painted. New colors are a tan/darker tan with dark brown trim. The old curtains were replaced with new curtains, and the bar in the upper kitchen was removed and the area was renovated.
- Pollen and seasonal debris cleanup are ongoing as the parks become busier.
- Ball field maintenance is in full swing.
- An incident of graffiti was reported at Cedar Spring Run Park; shingles and a door were also damaged. All repairs have been completed and the park is restored.
- Bathrooms at Cedar Spring Run Park are now open. Bathrooms at Lower Allen Community Park (LACP) are also now open.
- Bleachers have been built and concrete has been poured for the new bleachers at LACP. A new bench is being installed at Cedar Spring Run.
- Mulch beds are being dug, and new wood chip material is being installed across parks.
- A broken swing at Wass Park has been removed.

Future events include Yappy Hour on Thursday, September 17, 2026, and the Fall Harvest Craft Fair on Saturday, October 17, 2026.

OLD BUSINESS

Township Easter Egg Hunt Recap

Ms. Grundon reported on the Easter Egg Hunt held on March 28, 2026. The event went well overall. Mission BBQ attended and expressed interest in returning. The event was windy but manageable. Turnout was noted to be somewhat lower than prior years, attributed in part to four other egg hunts in the area occurring at the same time. No eggs were left uncollected.

Suggestions for next year include an adjustment of the timing between age group sessions from 30 minutes to 20-minute increments (proposed times: 10:00, 10:20, 10:40 AM). Additionally, consideration should be given to improved signage to clarify timing between the middle and last age group sessions. Board members also discussed replacing the Easter Bunny costume; the ear detached and was reattached with super glue. A costume with a more secure collar/connection piece was suggested.

Yappy Hour Update

The Yappy Hour event is scheduled for Thursday, September 17, 2026, from 4:30 to 7:00 PM. Ms. Grundon reported on vendor recruitment progress, listing many confirmed vendors. No food trucks, breweries, wineries, or distilleries have been committed yet. The event will be BYOB if no alcohol vendors are secured. A Facebook page is in the works to be created for the event to help attract vendors and attendees.

Yellow Breeches Park – Garden Plots

Ms. Grundon reported that the garden plots have been tilled and are ready. Three returning gardeners have submitted applications. Several new inquiries have been received but no applications have been returned yet. The Township advertised 20' x 20' plots this year in addition to the 40' x 40' option. The rain barrels remain a work in progress, pending stormwater committee approval.

Wass Park Play Structure

Ms. Grundon provided an update on the grant status. The Township was awarded a grant for the Wass Park play structure project. However, the grant funds are currently on hold due to outstanding financial audits (2023 and 2024). Once the audit issues are resolved, the Township can request the grant funds and proceed with the project. The grant provides approximately \$123,000 for the play structure, and the remaining costs for the play structure and the poured rubber surfacing will be paid by the Township, which are approximately \$110,000. A two-year window is available to complete the project.

Gateway Park Update

Ms. Grundon provided an update on the Gateway Park and confirmed that between grants awarded and applied for, along with budgeted funds, all project costs will be covered. Construction is scheduled to begin May 1st. The concrete pillars have been removed. The dead tree removal is still pending.

Sheepford Park – DCNR C2P2 Grant Application

Director Powell is finalizing the DCNR Grant application for Sheepford Park. The application was expected to be submitted by April 30, 2026. The project includes a new play structure with ADA curb ramp access, poured-in-place rubber matting, new trees to replace fallen or dead pine trees, trees along the frontage, and a flower bed near the pavilion to be maintained by a local group. The project will include sensory elements in the corners of the play area and poured rubber matting throughout. Remaining Fee-in-Lieu funds can be directed to another park project.

Fall Craft Harvest Festival Update

Ms. Casselberry reported that the Fall Craft Harvest Festival is scheduled for October 17, 2026, and that planning is underway. Entertainment confirmed includes two singers who will split the time. Westshore Wildlife and a petting zoo are confirmed. Approximately 5-6 food trucks have been committed, covering a range of options from burgers to vegetarian, as well as ice cream and coffee. A Facebook page was created for the event. Ms. Casselberry plans to reach out to Trinity High School cross-country students to assist with parking. The event layout will follow the same format as the prior year, with vendors lining the pathway.

ADJOURN:

The Regular Meeting of the Recreation and Parks Board was adjourned at 7:38 PM. The next meeting will be held on May 27, 2026, at 7 PM.