

## MINUTES

**RECREATION AND PARKS BOARD:**

**LOWER ALLEN TOWNSHIP**

**REGULAR MEETING**

**May 27, 2026**

**The following were in ATTENDANCE:**

### BOARD MEMBERS

Megan Klenzing, Chair

Scott Duncanson

Rick Grove

Greg Mahon

Susan Parry

### TOWNSHIP PERSONNEL

Helen Grundon, Administrative Assistant

Tom Stambaugh, Park Operations Supervisor

Renee' Greenawalt, Recording Secretary

### LIAISON

Commissioner Joseph Swartz

### CALL TO ORDER

Ms. Klenzing called the May 27, 2026, Regular Meeting of the Lower Allen Township Recreation and Parks Board to order at 7:00 PM.

### APPROVAL OF MEETING MINUTES

Mr. Duncanson motioned to approve the minutes of the April 22, 2026, Regular Meeting. Ms. Parry seconded. The motion passed 5-0.

### PUBLIC COMMENT – Trinity High School Cross Country Team

Mr. Pushart, representing Trinity High School cross-country, provided an update on the team's plans to use Lower Allen Community Park for the upcoming fall season. He noted that families attending last year's high school meet asked whether junior high meets could also be held at the park. The high school race is 5K and requires monitoring of traffic near the park entrance; the junior high race is two miles and can be run entirely as an out-and-back course without involving the road. He also described the youth cross country program, which runs heats by age group (third and fourth graders run one mile, fifth and sixth graders run one and a half miles) and can likewise be accommodated with an out-and-back course.

Mr. Pushart reported that the high school will hold two meets this year, an increase from one last year, both in September. Junior high meets will be held on Wednesdays, and the youth program runs on Sundays, generally beginning around 1:00 pm. He indicated the youth program would likely hold meets in late September and late October. He confirmed that the junior high meet falling closest to the Township's September 17, 2026 Yappy Hour event is scheduled for a separate day and would not conflict with that event.

Mr. Pushart apologized for not providing complete scheduling information in advance, noting that the end of track season and his son's graduation from West Point had kept him busy. He stated he would provide full scheduling details, including proposed courses, for the Board's consideration at an upcoming meeting. He also mentioned a potential conflict for the team in providing community service support during the Township's Fall Fest on October 17, 2026 but that he was exploring interest from other athletic teams at the school.

### PARK TOUR MONTHLY REPORT – Cedar Spring Run Park and Pete's Park

Ms. Parry reported on her tour of Cedar Spring Run Park. She confirmed that the items on the park's equipment inventory list matched her observations. The wildflower garden was reported to be in good condition, and the native trees are doing well, with invasive surrounding growth recently cut back.

Ms. Parry raised concern regarding the transition between the asphalt path and the mulch bed in the playground area at Pete’s Park, noting the lack of a graded transition could create a tripping hazard. She also asked about a bar fixture in the play area that appeared to have once had a hanging or zip-line attachment; it was confirmed that only the bar itself remains. The remaining playground equipment was confirmed against the inventory list.

She reported that the tennis court net near Pete’s Grill is down and the court lines are fading significantly. The Board discussed a long-term goal of developing a comprehensive park plan for Pete’s Park, similar to the plan developed for Beacon Hill, which could include reconfiguring the concession stand, pavilion, and play area, relocating the basketball court behind Pete’s Grill, and moving the pickleball and tennis courts to the front of the park. The Board noted this plan would not move forward until the Beacon Hill project is further along.

Ms. Parry noted that herbicide treatment around the playground perimeters and the tennis court leaves visible dead vegetation and residue that is not cleared after spraying. She also reported that the pavilion area had a notable amount of trash and graffiti or chalk markings on the picnic tables, and suggested that “no littering” signage, similar to signage already posted near the basketball court, be added near the pavilion. She also noted that the wood bleacher in right field of the ball field closest to Pete’s Grill is splintered and in poor condition; staff noted that bleachers throughout the parks are expected to be replaced over time. Drainage from the ball field continues to deposit sand and dirt onto the sidewalk along Gettysburg Road following heavy rain, which remains a recurring problem area. Overall, Ms. Parry reported that Pete’s Park is in good condition.

Ms. Grundon reviewed the upcoming park tour schedule, including June tours of Highland Estates and Highland Park and July tours of Wass Park and Windsor Park, and tour assignments among Board members were confirmed.

### **COMMISSIONER LIAISON REPORT**

Commissioner Swartz reported that the Board had recently authorized staff to prepare bids to begin some of the work for Beacon Hill Park. He also reported that construction has begun on the Gateway Park pocket park, and that there has been considerable interest and anticipation among neighboring residents about the project.

### **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 that mowing and ball field maintenance are ongoing; old mulch beds are being dug out and replaced with new mulch in landscaped areas, while wood chip surfacing in playground areas is topped off rather than fully replaced; a new bench is being installed at Cedar Spring Run Park; and new bleachers have been constructed at the public works building and will be delivered to Lower Allen Community Park (LACP). Bathrooms at LACP officially reopened at the end of last month; the barn restrooms are unaffected and already in use, while the concession stand restroom, which is on a well, requires a Department of Environmental Protection (DEP) water test before it can open.

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

### **OLD BUSINESS**

#### **Yappy Hour Update**

The Yappy Hour event is scheduled for Thursday, September 17, 2026, from 4:30 to 7:00 PM. Ms. Grundon reported that vendor recruitment is ongoing, with a few additional vendors still needed. Confirmed vendors include returning photographer Michael Yatsko and a new vendor, Rocky, who offers pet photography and captures action shots using treats. Food truck and alcohol vendor recruitment remains a work in progress.

The Board discussed staffing needs for the event, including the request for members to help staff a Township table, as in past years, and to assist with vendor coordination and visitor questions. Ms. Klenzing volunteered to

help staff the event. They also discussed offering the Township's yellow recycling totes for sale at the event for \$13.00 each, noting that proceeds must go toward replenishing the Township's supply, since the original totes were grant funded but the current stock was purchased with Township funds; staff would need to confirm whether a Finance Department representative could attend to handle transactions. A pop-up tent will be provided for the event, and further sign-up details will be circulated in early August.

### **Fall Craft Harvest Festival Update**

Ms. Grundon relayed an update from Ms. Casselberry, who was unable to attend the meeting. Vendor sign-ups continue to come in, and food truck vendors have not yet been finalized, as the event coordinator intends to wait closer to the event date in case of cancellations.

### **NEW BUSINESS:**

#### **Letter of Support – Beacon Hill Radar Site, Cumberland County Grant**

The Board reviewed a draft letter of support, prepared by Director Powell, who was unable to attend the meeting, for the Township's grant application for Phase 2 improvements to the Beacon Hill Radar Site trail, proposed to include exercise stations and other trail amenities. The Board discussed the level of detail in the letter since it does not specify funding amounts or the proposed phase two scope. It was clarified that the financial and project details are contained within the grant application, and that the letter serves as a general statement of the Board's support for the application.

Ms. Parry offered a motion to approve and sign the letter of support. The motion was seconded by Mr. Grove and passed 5-0.

### **ADJOURN:**

The Regular Meeting of the Recreation and Parks Board was adjourned at 7:27 PM. The next meeting will be held on June 24, 2026, at 7:00 PM.