

SAUCON RAIL TRAIL OVERSIGHT COMMISSION MEETING

Date: Monday, September 26, 2016
Time: 6:00 PM
Location: Upper Saucon Township, held at the Southern Lehigh Public Library

I. Opening

- A. **Call to Order:** Vice Chairman Peter Jarrett called the meeting to order.
- B. **Roll Call:** Lower Saucon Township: Jerry Holum, Roger Jurczak
Hellertown Borough: Steve LaBrake
Upper Saucon Township: Peter Jarrett, Joe Geib, Diana Inglis

II. Public Comment (Non-Agenda Items) - None

III. Public Comment (Related to Agenda Items Below) - None

IV. Presentations / Trail Business

A. Vision Future Plans

- i. **Springfield & Richland Twp Update** – Representatives from Springfield Twp. Met with Bucks County regarding some wetlands issues near Springfield St. This may become a hurdle with permitting and construction. There will be an Open House at for the Upper Bucks Rail Trail soon.
- ii. **Bethlehem Update** – Bethlehem is looking at many options to connect all trails to the Bethlehem Greenway, but looking into 2017. All the plans are currently in the Engineer's hands. The plans call for the trail to connect near the Napa Auto Parts in Hellertown, through the Thomas Ironworks site ad Saucon Park, and reconnect to the South Bethlehem Greenway near the pool area.

B. Trail Improvements Projects

- i. **Signal Restoration** – The group intends to meet Thursday at 8am to install the arm. The other accompanying parts will be assembled and installed in the coming weeks. The lights will be installed as painted disks. The ladder will be cut a tad shorter, so as not to be attractive for children to climb on. The light assembly from the Bachman St. tower will be moved from the Historical Society to the Upper Saucon Township storage facility.

C. Upcoming Events

- i. **Lutron 5k** – October 14 – Lutron is looking to host their annual 5k on the Trail between Passer Road and Landis Street. The approval was made on a motion by Roger, seconded by Diana, and approved by all.

Jerry Holum brought up discussion about the minimum time necessary for event requests to be handled by the Saucon Rail Trail Oversight Commission and municipalities. After some discussion, the Commission agreed to keep the notice at 40 days, to allow everyone adequate time to review and comment on the applications.

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D. Other Business

- i. **Emergency Procedures** – The Saucon Rail Trail Oversight Commission will invite Police Chiefs from the four municipalities to the October 24 meeting at Lower Saucon Township to discuss signage and emergency response. Agenda topics will include:
 - What to police departments do for a 911 call on the Trail? How do you locate someone?
 - Are the markings adequate? How can we improve?
 - How can we make it easier for their response time?
- ii. **Unauthorized Postings on the Trail** – There has been some concern about signs and postings on the Trail. After some discussion, the Committee agreed that stapling signs to fence posts, kiosks, mile marker, or anything similar is not acceptable. If postings want to be made in the kiosk, they should contact the respective municipality (a small note should be posted inside each kiosk on who to contact). Lawn signs are acceptable on a temporary basis, especially, if the act as advertising and advisory about an upcoming race.
- iii. **Girl Scout Projects** – There is a group of Girl Scouts looking to do historic service projects along the Trail. We will hear from them over the course of the next meetings.
- iv. **Fossils / Lehigh University Rocks at Meadows Road** – We will work to fabricate and install simple steps with a landing and handrail to allow people to safely observe the fossil features in the rocks.

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E. Web Site/Facebook Updates

- i. We will look to add a Contact Us form, the meeting schedule in list form, and the calendar info on the website.

V. Miscellaneous Business Items

- i. **Previous Minutes** - July 25 – The July 25 minutes were approved on a motion by Roger, seconded by Diana, and approved by all.
- ii. **Financial Reports** – The Commission would like to see a note made on the expense report for the reason for reimbursement to individuals. The Financial Reports were approved on a motion by Roger, seconded by Diana, and approved by all.
- iii. **Bills to pay – none**
- iv. **2016 Municipal Contributions** – on a motion presented by Steve, seconded by Roger, and approved by all, the Saucon Rail Trail Oversight Commission voted to waive the Municipal Contributions for 2017.

VI. Commissioner Statements and Updates

- i. **Upper Saucon Township** – Upper Saucon Township is completing trail improvements at the Upper Saucon Township Community Park. We are also working on finalizing the plans for the bridge over Preston Lane.
- ii. **Lower Saucon Township – polling for improvements.** Would you like to see more potties in the section between Reading Drive and the Grist Mill? We are still awaiting more information on the installation of the offsets at the Meadows Road crossings.

VII. Adjournment – Upon motion by Jerry, second by Roger, the committee adjourned at 8:25 PM0

The next meeting of the Saucon Rail Trail Oversight Commission is October 24, 2016 in Lower Saucon Township.