

## **MINUTES**

**RECREATION AND PARKS BOARD:**

**LOWER ALLEN TOWNSHIP**

**REGULAR MEETING**

**NOVEMBER 19, 2025**

**The following were in ATTENDANCE:**

### **BOARD MEMBERS**

Megan Klenzing, Chair

Lauren Casselberry, Vice Chair

Greg Mahon

Susan Parry

### **TOWNSHIP PERSONNEL**

Helen Grundon, Administrative Assistant

Tom Stambaugh, Park Operations Supervisor

Renee' Greenawalt, Recording Secretary

### **COMMISSIONER LIAISON**

Joshua Nagy, Vice President

### **CALL TO ORDER**

Ms. Klenzing called the November 29, 2025, Regular Meeting of the Lower Allen Township Recreation and Parks Board to order at 7:00 pm.

### **APPROVAL OF MEETING MINUTES**

Ms. Parry motioned to approve the minutes of the October 22, 2025 Regular Meeting as corrected. Ms. Casselberry seconded. The motion passed 4-0.

### **PUBLIC COMMENT – Allendale/Creekwood**

There was no public comment.

### **COMMISSIONER LIAISON REPORT**

Vice President Nagy reported that township staff had presented a draft 2026 budget to the Board of Commissioners for consideration and that the board was slated to vote at their next meeting. He noted several budget details including funding for Wass Park improvements and cuts to the Sheepford Park playground, though efforts will be made to secure grant funding. He highlighted an invitation to all members regarding a volunteer appreciation event scheduled for 12/8/25 at 5 PM.

### **TOWNSHIP STAFF REPORT**

Ms. Grundon presented the Recreation and Parks Staff Report, and referenced the written report provided in the meeting packet. Activity included park winter maintenance tree trimming, trail cleanup and ongoing leaf collection in the parks. She also noted that water had been shut off in all parks except for the barn at LACP, the removal of solar lights at Cedar Spring and the start of construction of the Creekwood boat launch. She reported the completion of the Highland Park tennis courts, noting that paving would be completed in the spring. In closing, she reported that a new township newsletter would be provided to residents in January.

### **OLD BUSINESS**

#### **2026 Park Tours**

Ms. Grundon referenced her email which contained the details related to park assignments and specific information related to each park location.

Next, Ms. Grundon presented additional information on the Creekwood boat launch, noting the work was nearly completed, with a wearing course on the parking lot blacktop planned for the following week. She noted that signage would be installed.

**NEW BUSINESS**

Ms. Grundon reported that Christmas lights had been installed on the barn at LACP.

**ADJOURN:**

The Regular Meeting of the Recreation and Parks Board was adjourned at 7:28 PM. The next meeting will be held on January 28, 2026 at 7 PM.