



River's Edge Bike Park Master Plan

Project No. SMTW-00001

Study Committee Meeting No. 1, Kick-off Meeting Minutes

August 28, 2024

Township, Committee, and Consultant Attendees:

Alex Jackson, PhD, Conservation and Recreation Director – Smithfield Township

Michael Dwyer, Middle Smithfield Township Supervisor – Committee Member

Kyle Jenkins, PACT – Committee Member

Ken LeSure – Committee Member

Robert Lovenheim, Smithfield Township Supervisor – Committee Member

Christopher Rain, Middle Smithfield Township Parks and Recreation Board – Committee Member

Jon S. Tresslar, P.E. – T&M Associates

Melissa E. Hutchison, P.E. – T&M Associates

Public Attendees:

Resident Tarah Vecchio

Resident Kristine Karol

Tim Snow, Delaware Water Gap Borough resident

Mike Reed, Rivers Edge Disc Golf

Resident Tyler Jaros, Pocono Disc Golf Club

A. DCNR Process/Scope of Work

1. Following the Kick-Off Meeting, T&M Associates will compile information to prepare a base plan of the project site. The information will include existing Lidar contours, existing surveyed property boundary, and existing survey of the current pump track. T&M Associates will perform a site visit to document current existing conditions that will aid in the preparation of the base plan. The prepared base plan will be presented at Study Committee Meeting No. 2.

In addition, T&M Associates and the Township will work together to identify key persons to interview. T&M Associates will also prepare a draft citizens survey for discussion.

2. Study Committee Meeting No. 2 will discuss the base plan and begin placement of the desired recreation facilities. The list of the key persons to interview and the citizen survey will also be reviewed and finalized.
3. Following Study Committee Meeting No. 2, T&M Associates will begin conducting the key person interviews and will contact the State Historic Preservation Office and the County Forester. The Township will make the citizen survey live through its website and/or newsletter and/or QR codes and/or paper copies.
4. Based upon discussions during the Study Committee Meetings and the responses of the key person interviews, citizen survey, and others, T&M Associates will commence preparation of concept plans and a draft report for further discussion and feedback at Study Committee Meeting No. 3/Public Meeting No. 1.



5. T&M Associates will revise the concept plans based upon the discussion and feedback received during Study Committee Meeting No. 3/Public Meeting No. 1.
6. Public Meeting No. 2 will be held for further discussion of the concept plans.
7. T&M Associates will assess feedback from both public meetings and revise the draft report in support of the chosen concept plan.
8. The chosen concept plan and draft report will be presented during Study Committee Meeting No. 3.
9. T&M Associates will prepare the final report and final concept plan.

B. Project Timeline

Study Committee Meeting No. 1/Kick-Off Meeting	Wednesday, August 28, 2024
Study Committee Meeting No. 2	Wednesday, September 18, 2024
Study Committee Meeting/Public Meeting No. 1	Wednesday, December 11, 2024
Public Meeting No. 2	Wednesday, January 8, 2024
Study Committee Meeting No. 3	Wednesday, February 5, 2024
Final Report and Plan due	Wednesday, March 5, 2024

C. Park Programming and Activities/High-Use Areas/Replacements and Additions

1. Expand the existing bike park facilities with a beginner track, medium skills track (current pump track), and advanced skills track.
2. Create an ADA accessible gravel trail around the full bike park for use by bicyclists and walkers/runners.
3. The disc golf course is existing and is favored to remain.
4. Passive educational kiosks – include Lenape history
5. Kayak/canoe launch, explore ADA accessible launch, parking lot for kayak/canoe launch, partnership with Pocono Pony
6. Picnic area with gazebos, pavilions, and grills to west (left) of driveway off River Road.
7. Shed for bike “rentals”.
8. Restroom facilities



9. Electric for food truck, bike repair, entertainment
10. Open air theatre
11. Security, discussion of lighting bike track for night riding
12. Dog park

D. Remediation of Existing Pump Track

1. T&M Associates prepared a plan which is now under review at the County Conservation District. This plan will repair the basins that have been filled with sediment. The plan also considers the pump track impervious area should the Township decide to pave the track. This will eliminate the need to go back to the County Conservation District for additional review.

E. Key Person Interviews and Citizen Survey

1. Key persons to interview were discussed and the following list was started. The Township requested that anyone with key persons to submit them to the Township by September 11, 2024.
 - Pocono Area Cycling Trails (PACT)
 - Pocono Disc Golf Club
 - Local Scout Troops
 - Chamberlain Canoes
 - Pocono Heritage Land Trust
 - Brodhead Watershed Association
 - Lenape history – Danny Younger or “Professor Don” (resident to forward contact information)
 - Prices Landing Road resident
 - Pocono Visitor’s Bureau
 - Port Jervis bike park stakeholder
 - ADA – VFW
 - Kettle Creek Environmental Education Center (Roger Spotts)
 - Constable (security)
2. Citizen survey
 - T&M Associates will prepare outline of survey for next meeting to be held on Wednesday, September 18, 2024.
 - Middle Smithfield Township will forward example of survey it previously completed.

F. Other discussion items

1. Residents Vecchio and Karol voiced concern regarding security within the park and on private properties, and maintenance of the park, including costs, respectively. The Committee and T&M Associates explained that this master plan is necessary to request



grant monies for design and construction of the future amenities selected for the park. Security, maintenance, and costs will need to be discussed for each piece of the park during the design process and prior to construction.

2. Tyler Jaros, resident and member of the Pocono Disc Golf Club, and Mike Weed, member of Pocono Disc Golf Club discussed the increasing popularity of disc golf and noted that the River's Edge course has attracted over 100 unique visits since its opening in June of this year and sees as many as 40 players at one time. Tyler Jaros provided further comment related to his efforts and dedication to maintain the disc golf course.
3. Signage was suggested for security purposes.
4. Volunteers currently maintain the existing pump track and disc golf course through scheduled events and on personal time. Smithfield Township and Middle Smithfield Township equally own the park and will maintain as needed.
5. It is understood that the portion of Prices Landing Road extending through the existing park property is owned by the Township. Prices Landing Road becomes a private road at the bend approaching the existing residential dwellings.

G. Expectations for Study Committee Meeting No. 2

1. A list of key persons to interview will be presented and finalized.
2. A draft citizen survey will be presented and finalized.
3. A base plan with findings of existing features will be presented for discussion.