

**UPPER MACUNGIE TOWNSHIP
PARKS AND RECREATION BOARD
Monthly Meeting Minutes
March, 2015**

The monthly meeting for the Upper Macungie Township Recreation Board was held on March 26, 2015 at the Upper Macungie Township building. The following Recreation Board members were present: Chairman, Dave Kentner; Vice Chair, April Navarro; Secretary, Katie Shade; Jim Adams, Linda Gorr, and Andrea Russell. Also present at the meeting: Board of Supervisors Chairman, Jim Brunnell; Supervisor, Sean Gill; Parks Team Leader, Jim Soltis; Recreation and Events Coordinator, Lynn Pigliacampi; Dean Haas from Keystone Consulting Engineers; and resident Ed Earley.

The meeting was called to order at 7:03 pm by UMT Recreation Board Chairperson Dave Kentner, at which time all present were asked to join him in the Pledge of Allegiance to the Flag of the United States.

The new Board officers apologized for the delay in sending last month's minutes and the agenda for tonight's meeting. They are adjusting to their new roles.

Katie noted one slight change to the February minutes. There is no rain date for the 5K. It will be October 25, 2015, rain or shine.

PUBLIC COMMENTS: none.

Recreation Board Applicants

Dave spoke with Kathy Rader. Kathy will invite them to a meeting.

COMMUNITY PROGRAMS SCHEDULED:

Indoor Volleyball

In an email to Andrea, Rich Kiser reported to the Board that this successful program averaged 30 players per week, with a high of 39 and a low of 24 before Christmas. A total of 70 different people with great diversity of ability and many ethnic backgrounds participated. One-third (1/3) were women. Rich said it was a very good group of people who support each other on the court. Rich would like the Recreation Board to recognize the Fogelsville custodial staff, especially Mike who always met the participants and had the gym set up for their activity when they arrived. Lynn and Andrea will note him for the Recreation Board Recognition Dinner later this year. Last day is Tuesday, March 31.

Rich would like to do summer pick-up volleyball again on Sundays at Upper Macungie Park from 6 - 8 pm from June through August. He thinks adding a net between the sand courts and Route 100 would prevent the balls from rolling out into the road. He also thinks a load of sand to replenish the courts would be helpful. If getting sand is possible, he asked that the Township please use the same type of sand as is already at Upper Macungie Park, not the sand at Breinigsville Park. Jim Soltis said Breinigsville has the PA designated volleyball sand.

Rich wants to continue again indoors in September, but he may request a different day.

Lynn brought up the issue of liability/waiver for the pick-up type activities such as volleyball and basketball. Township Manager Dan Olpere mentioned this to her. Attorney Schantz said posting a disclaimer on the website is sufficient. Basketball has this disclaimer on the website; Lynn was not sure if volleyball did. April suggested having the disclaimer on the top

this event including, but not limited to falls, contact with other participants, the effects of the weather, including high heat and/or humidity, traffic and the conditions of the course, all such risks being known and acknowledged by me **(on my child's behalf)**. Having read this waiver and knowing these facts and in consideration of your accepting my entry, I, for myself **or my child** and anyone entitled to act on my **or my child's** behalf, waive and release the Township of Upper Macungie and the Upper Macungie Township Parks and Recreation Committee, their officers, members, employees and agents and all sponsors, including their representatives and successors, from any and all claims including claims or liabilities of any kind arising out of my participation in this event even though that liability may arise out of negligence or carelessness on the part of those identified in this waiver. I grant permission to all the foregoing to use any photographs, motion pictures, recordings, or any other record of this event **containing representations of either myself or my child** for any legitimate purpose.

The committee already has a few good leads on sponsorship and donations. Sponsorship forms should be ready next month; Katie and Jocelyn will bring some to the next meeting.

Hunter/Trapper Course

This program will be held on November 8 at Independent Park from 9 am - 4 pm.

A Night with Lauri Moore

This program will be held on November 12 at Independent Park from 7 - 8:30 pm.

PROPOSED/NEW PROGRAMS:

Disc Golf

Upper Macungie Park

Jim Soltis will contact Den Barr about helping to install the new baskets. Andrea said Den's ready to help. We need to rent an auger to set up the holes. Lynn will include disc golf in the newsletter. This program is intended to introduce residents to the sport and the new course. Jim Soltis and his crew will prepare the course after the ground is ready and the brush is trimmed. Lynn will post to the website and Facebook. We want the dates in the spring newsletter. The deadline for the newsletter is April 15. Andrea proposed that we bring it to the Board of Supervisors with a tentative date in June.

PA Dutch Classes

Independent Park

Linda contacted Keith Brintzenhof, who is a PA Dutch instructor. He agreed to teach a class for us. The class would start the Monday after Labor Day from 7-8:30 PM. Residents would sign up for the entire 8 weeks. We need to decide on what we are charging per person. The instructor's fee is \$100 per lesson, \$800 total. Mr. Brintzenhoff recommended \$50.00 per person for the entire 8 weeks. At \$50, we'd receive \$200 in profit if we register 20 people. If more than 20 register, he'd run another class on another night. Ed thinks we'll have the 20. Linda advised the Board that Lower Macungie recently filled 2 classes and couldn't do a third because their instructor wasn't available, although Lower Mac library ran their classes, not their Recreation Board. Dean suggested increasing the fee to \$55.00 to cover the Township's cost of sending an employee to open and close Independent Park. The maximum per class is 20; 16 is the enrollment needed to break even at \$50.00. We'll set the fee at \$60.00 to cover the instructor and UMT's costs.

This will only be advertised in the spring newsletter because the classes will start before the fall newsletter goes out. Lynn will set a registration deadline.

Sean reminded the Board that we need to do something for the elderly there too. Dave Kentner wondered if we should be doing some additional advertising for Independent specifically.

Jim Brunnell asked if we could host an open house at Independent and the other parks. Andrea said the Board wanted to host an open house at Independent when it was finished. April wondered how we would advertise these open houses. Lynn nicknamed the open houses a "park crawl."

Caterer Licensing Fees

Lynn would like us to create to a list of certified local vendors, specifically caterers, to distribute to people who rent the Independent Park Community Center. Whatever the criteria, the caterers would pay us a small fee to be on a list that we give to people renting Independent. We need to make sure they have insurance. They'll have to prove insurance and Safe Serve certification. Dan thought the fee shouldn't be very high. Jim Brunnell said that if we have to check insurances, we need a fee to cover the Township's time in doing so. He also thought this might be easier for the renters to do on their own via internet searches on Yelp, Google or similar sites and that it's not worth our trouble. Many on the Board agreed. Linda guessed that Lynn is getting requests for these lists with reservations, and Lynn is. Dave suggested a disclaimer that we don't recommend, sponsor or support anyone. Lynn is going to check what other municipalities do in this regard.

Recreation Board Ethics Form

Lynn collected completed forms from Recreation Board members.

Recognition for Past Recreation Board members

Andrea thinks we should do something to recognize the service of the former Recreation Board chair, Rich Kiser, but she did not have any specific ideas. She asked if maybe the Board of Supervisors could recognize him too. April Navarro noted that he likes wine. Sean recalled that there have been other people who left the Board who did not get any recognition except a thank you. Sean believes volunteer our time because we care about our community, not for recognition. April was in favor of doing something as it is nice to be surprised. Andrea offered to host an informal gathering at her home with Rich and the Board members. We will discuss this more.

MONTHLY UPDATES:

Independent Park Community Center rental and building update

In 2015, the Community Center has 20 bookings totaling \$9,375.00.

UMT Recreation Fund Balance

The balance is \$498,010.96. This is roughly the same amount from last month.

Dean said we will receive some developers' fees this month. This money and the additional funds will be allocated to match the grants, although we are close on that according to Jim Brunnell.

Friends of Upper Macungie Township Fund Balance

The balance is approximately \$14,321.55. This is roughly the same amount from last month.