

**UPPER MACUNGIE TOWNSHIP  
PARKS AND RECREATION BOARD  
Monthly Meeting Minutes  
May 2017**

The monthly meeting for the Upper Macungie Township Recreation Board was held on May 25, 2017 at the Independent Park Community Center. The following Recreation Board members were present: Dave Kentner, Andrea Russell, Katie Shade, Karla Trumbauer, Bret Spangler, and April Navarra. Also present at the meeting: Recreation and Events Coordinator, Lynn Pigliacampi-Matula; Jim Soltis, Deb Soltis, and Jason Schweyer from Keystone Consulting Engineers. Brian Kresge and Jennifer Szukics were absent.

Dave called the meeting to order at 7:07 PM. He asked all present to join him in the Pledge of Allegiance to the Flag of the United States of America.

**MINUTES**

Brett motioned to approve the April minutes; Katie seconded. All approved.

**PUBLIC COMMENT**

None

**REPORTS**

Community Programs Scheduled

- **Tennis** – 41 registrants; 17 adults, which is more than previous year...later sessions have some signups as well. Have gone to 80/20 split with instructor this year. Our portion will go to upkeep of courts, to Friends, or back into Parks. At this point we have \$4410 for the first session, 20% would be \$882.
- **Pickleball** – Flex league has been added to program schedule. No sign-ups, people just show up and play during set times. Brett has a regular email list based on people who came out to opening day and post on Facebook groups. There is some concern around wear on the straps on tennis nets; Jim will address when he's able.
- **Volleyball** – seems to be going well; no additional comments
- **Junior Golf** – Registrations are coming in, but don't know exact numbers. Lynn will be refocusing on programming and will be advertising more for these.
- **Movies** – \$6900 in sponsors so far; we have 4 banner sponsors (8x4 banners permanently on the bottom of the screen, and commercial - \$900); we had 1 repeat sponsor this year. Movie prices for licensing increased. We are good with pre-movie activities.
- **Laurie Moore** – approx. 25 registrants; Jim believes we broke even, may drop down to once per year now, interest seems to be waning. Katie suggested maybe timing with October to coincide with Halloween?

Proposed/New

- **Volleyball Tournament** – April indicated that there is already a saturation of tournaments in the area, so we probably don't need to do this.
- **Kite Day** – Katie never heard back from Pocono Kite, so suggested potentially dropping this at this point. Andrea suggested waiting to hear back, but we won't actively pursue.

- **Disc Golf** – No update on this. There doesn't seem to be a lot of structured activities around this. We won't actively pursue this unless someone asks for it. Brett will ask the people he knows that play what they would be looking for. A map has been added to the course.
- **General Policies/Fee Structure for Grange** – Lynn has old documents, will sent to Rec Board for review to determine what updates need to be made. *From March: As more people ask for use of Grange, we may want to have a formal fee/tournament structure and standard stipulations and usage requirements for these things.*
- **Dog Park Sectioning** – Jim is working on this, expect update next month. *From March: Would like a separate area for small dogs/large dogs. Jim will get an estimate for what it would cost to set up fencing to determine if Friends should pay for this, or if we would like township to pay for it.*
  - **Related** – Lynn is looking to see what ordinances exist around picking up after your dog because there have been complaints. Every park has bag dispensers. Jim said when the dog parks were originally set up, and the police indicated that it's difficult to enforce. April will look into potentially creating some park ordinances.
- **Lemonade in the parks** – Proposed dates – same day as Splash Park opening day; If we do it during the day, then some people could do it on their days off, Lynn could help, and township employees could help without needing overtime. Should do 2 hours between 10 and 1. Lynn will work on logistics.
  - **Lone Lane – June 22, 1-3pm – Deb suggested later in the day**
  - **Grange – same as Splash Park opening day – TBD, or 7/21 11am-1pm or 1-3pm**
  - **B-Ville – 8/16 10am-12pm**  
*From March: Would like to do this, but need to pick dates and get volunteers – will pick dates next month and discuss definite plan. We can potentially get donations from supermarkets. Another idea was providing popsicles/frozen lemonade.*

### Unfinished Business

- **Splash park** – Contract has been extended to 6/30 (Stoneridge); township work will be after that (potentially 1-2 weeks). Scott Faust is helping to coordinate to try and minimize time. Expect just light refreshments (hot dogs, soda, etc). Action for next month – plan details. Don't expect to have swipe cards this year because of the late opening, but will need to advertise that it will be there going forward. Dave asked about shut off to ensure we can turn off access when needed. Lynn would also like to promote pavilion usage.  
**Rules and Proposals** - Dave thought all the rules and proposals were sitting in insurance review. Everything has been submitted to Supervisors; **need Supervisors to weigh in on what was submitted prior to next month. Lynn will follow up.** Katie noted that some rules refer to swipe cards, so there will need to be a note on rules that those specific ones will go into effect in 2018.
- **Survey Incentive Prizes** – Board of Supervisors wanted to pick a winner at the June BOS meeting. There was a comment that we need to make sure the drawing is fair. BOS will pick number associated with email addresses. An attendee will select number. Prizes – 2 tickets to Dutch Springs (x2); Lynn will check on Pavilion rental to ensure it's ok.
  - Lynn will have update on survey next month – approx. 1300 (at least 500 online); expect to have preliminary info for BOS meeting. Dave asked what the cost of doing the survey is – time, postage, etc. Lynn indicated that we saved money on doing the research by not doing it in the same manner as other townships.

### New Business

- Dutch Springs – we can suggest that they try and get into the standard program. Lynn will look into this in more detail; Discount tickets – haven't ordered yet. If you don't sell all of them, you need to send back in time. There was a comment that this program isn't convenient because you need to pick up the tickets at the township building. Requires coordination.
- Lynn will start looking into new programs.
- Andrea asked about SAT prep courses – we did this in the past, would like to bring back?

#### Other Business –

- Independent Park Community Center rental update – April – 9 bookings, \$4625; May – 7 bookings; \$4800
- Pavilion – April 9 bookings \$825; May – 33 bookings - \$3575
- Upper Macungie Township Recreation fund balance - \$1,605,851.13
- Friends of Upper Macungie Parks and Recreation, Inc. fund balance – \$27,161.53
- Park and Grant updates – Grange – parking lot extension underway; erosion control underway
- Splash Park – See above
- Community Center – survey, see above

#### **Public Comment**

##### **Trexlertown Farmers' Market - Dax Funderburk**

Dax indicated that they did not pursue 501c5 status because there is a cost and process associated with this, and the only benefit they would receive is that they could receive donations tax free. Because they do not solicit donations, they did not pursue this – doesn't align with what they try to do with the community. Dax sent TFM Rules and Regulations, example forms highlighting the coverage of the individual vendors as well as the market itself via email.

Lynn indicated that this is a different type of activity, event than we've had in the past, so there are expectations that we make sure we address this properly, especially given future plans for community center. Andrea indicated that some of the feedback at the BOS meeting was that people thought the fee structure was too low. Dax indicated that they would take and recommendations around additional rules, regulations, etc within reason. Dax reiterated that they are trying to establish a partnership within the community. There is some tension within the farming community that for profit farmers are competing with organizations taking government grants. This is to support local farming and communities and promote land stewardship through farming.

There is no current precedent for having an outside vendor come on to township property and provide a service. However, most other farmers' markets do reside on township/community property. Dave indicated that the market needs to be flexible in the future because of the future plans for Grange.

We will write up issue briefing format, realizing that this proposal is outside of the norm. There are no Upper Mac solicitation ordinances (we don't believe), but Lynn will double check. Recommend the park rule be adjusted around no-profit rule. Dax has no objection to "ownership" partnership and is flexible on timing if it will allow for an increased likelihood of partnership approval.

Dax recommended calling Lynn Prior, Allison Szech to confirm fees that other markets pay – Dax will send contact info.

**The Rec Board agrees a partnership with the TFM is a benefit to the community – Steph motioned to vote on this – all voted yes. The Rec Board also recommends to follow the existing rules and regulations and existing insurance coverage.**

- Karla will draft, send to everyone and Dax. Lynn will review with Bob Ibach in advance of BOS meeting.
- Lynn will contact Andrew once we have recommendation and documentation ready
- April will call Buy/Sell local and Eagle Point Farm to ask about fee structure

## **ADJOURNMENT**

A motion was made at 9:19PM by April and seconded by Katie to adjourn the meeting, and all were in agreement. Next month's meeting is scheduled for June 22, 2017 at 7:00 PM at the Upper Macungie Township building.

Dave Kentner, Chairman

UMT Parks and Recreation Board