

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

The monthly meeting for the Upper Macungie Township Recreation Board was held on June 29, 2017 at the Independent Park Community Center. The following Recreation Board members were present: Katie Shade, Karla Trumbauer, Brian Kresge, Dave Kentner, Stephanie Rauch-Mannino, Bret Spangler, and April Navarra. Also present at the meeting: Recreation and Events Coordinator, Lynn Pigliacampi-Matula and Jason Schwyer from Keystone Consulting Engineers. Jennifer Szukics, Andrea Russell, and Jim Soltis 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

Bret motioned to approve the June minutes; Katie seconded. All approved.

PUBLIC COMMENT

None

REPORTS

Community Programs Scheduled

- **Tennis** – 2nd session 40 registrants; \$4170, township keeps 20%
- **Junior Golf** – no registrants for 2nd session; 3rd session TBD
- **Movies** – Last movie is scheduled for 8/4 at Grange (Moana). We have \$8,400 in sponsorships. A Moana character is coming from “A Storybook Party.”
- **Lemonade in the Park** – rescheduled all for August dates; Lynn will be at all, volunteers needed if possible. Lynn will get drinks.
 - August 16 - Breinigsville Park -10:00AM – 12:00PM
 - August 17 - Lone Lane Park - 3:00PM – 5:00PM
 - August 22 - Grange Road Park -10:00AM – 12:00PM
- **National Night Out** – 8/1; 5-8 – Lone Lane – Brett, Karla, Steph can volunteer. Dave indicated that he will restrict practices for that night.
- **Get Prepared Parkland** – New “Emergency Preparedness Day” – will be held at Lone Lane from 11-3 on 9/30. Dave indicated he will restrict practices.
- **Barktoberfest** – Lynn sending out mailer, getting registrant already
- **Trick or Treat** – Will formally request that Supervisors set a date and rain date for 2017, to be included in fall newsletter
- **Kids Noon Year’s Eve** – Lynn will check others to see what dates make sense, and will see what locations are available. General consensus is to keep on 31st. Lynn will start reaching out on sponsorships.

Unfinished Business

- **Kite Day** – Katie heard back from Pocono that Grange would work. This would cost \$500, which we would need to request from Friends. The \$500 would cover 100 kite kits, and Pocono would have people there to help kids build and fly them. Pocono Kite would do activities and

demonstrations. They would want to sell merchandise, but would donate a % back of what they sell. Katie and Lynn will work out a date for fall so we can move forward. Dave will need to be involved in date selection because of sports; may not need to cancel things because it wouldn't be in same location. Karla motioned to officially move forward with Kite Day for the fall, Katie seconded – 4 approved, 2 abstained.

- **Splash park** – Concrete is poured, contractor is still on site. Have been having issues bc of rain. All utilities are hooked up. Walkway is planned to be poured tomorrow, weather may delay into next week. Scott Faust needs to do walkways, fencing, security camera – expected duration 2 weeks. Hopefully will be completed end of August.
- **Rules and Proposals** – this item is in reference to the unfinished business of the Farmer's Market, and park rules and zoning that might need to be changed. The Rec Board requested to meet with a Supervisor and Daren Martocci in an effort to come up with a solution and clarify two park rules. Lynn is scheduling this meeting.
- **Rec Board Meeting Date Change** – Discussion regarding moving the Recreation Board meeting date to the 3rd week of the month instead of the last week of the month. The Rec Board wanted to make sure this was possible. Brett asked if it needed to remain on Thursday. It doesn't, but we would need to check to see if we need adjust the bylaws, and need to make sure that schedules allow for it. This would allow for more time for the supervisors to review updates/recommendations and follow up discussions needed prior to BOS meeting. The other option is to understand that our issues may not be included in the supervisor meeting until the following month's meeting. Katie motioned to move the Recreation Board meeting to the 3rd week of the month (day TBD), Karla seconded. 6 approved. Will ask for feedback between tues/thurs via email.
- **Fee structure for tournaments** – Dave indicated that the fee structure in the park rules could apply to Grange. This was replicated from the county fields. Non-profits are also charged at county fields – we could ask if there is a different rate for non-profits. County has fines added to their fees (for trash, damage, etc). Lynn will look into this further; she indicated there is a church group is looking to host an ultimate frisbee tournament.
- **Small Games of Chance** – Kathy said BOS would be in favor of this. April indicated with the additional charge for the Bingo license the total cost would be \$225. Steph motioned to amend approval for small games of chance in the amount of \$225; Bret seconded. All approved
- **Farmer's Market** – Rule wording changes need to be recommended to the BOS, and would then need to become an ordinance – include language around community improvement and partnership with community. Park rules already have language allowing this, which contradicts zoning. Lynn will need to discuss with Daren if that matter with regard to zoning. We would need to open events to bid to make opportunity fair, but the Rec Board is still not clear how certain current programs differ from the proposed program. It was suggested to see if the Farmer's Market would be a third party contracted to provide a service to the community if that would be different. (community betterment, children's activities, promotion of local farming, etc). Katie suggested we should get an overview from zoning around all the parks and what is/isn't allowed. Brett indicated that we need to make sure the language is clear enough around what is being recommended to eliminate potential for future conflict. Lynn will set up a separate working session with Darren, Supervisor, and Rec Board members.

New Business

- **Photo Scavenger Hunt** – Katie proposed. Recreation board will post a list of places to photograph, post on a site with specific hash tags. Prizes were available. We would need to come up with a list of places. Doing this during the month of July (National Parks and Rec Month) would be a good idea. Could potentially partner with a neighboring community. Steph

motioned, Brian seconded. All approved.

- **Friends** – BOS wants to ensure guidelines are being followed for 5013c. Need to ensure there are 1-2 meetings per year, members are appropriate, etc. Contribution to fireworks – keeps the fireworks a reasonable amount under bid limitation (township cost). Most of the funding for programs we do comes out of Friends, and township DOESN'T have to fund. We would need to be sure that the township would cover programming expenses if we contribute to this. We could also do something at the fireworks to try and recoup any money we put out. Additional discussion needed at Friends meeting.
- **Yoga** – a group wants to rent meeting space for yoga, which would be a different use at Independent Park. Katie motioned to allow rental of meeting room at Independent Park for a non-profit to conduct yoga. Dave seconded with the modification that groups in general can be allowed to do this. All approved.

Other Business –

- Independent Park Community Center rental update – July 2017 – 10 bookings, \$5685
- Pavilion – July 2017 – 46 bookings, \$5200
- Upper Macungie Township Recreation fund balance - \$1,478,542.07
- Friends of Upper Macungie Parks and Recreation, Inc. fund balance – \$32,208.06
- Park and Grant updates – working on getting grants for additional tree plantings at Grange
- Community Center – Lynn reviewed survey presentation and feedback from BOS meeting. There is a meeting next week to discuss next steps and final list of amenities/features and what kind of design and associated cost. Scott Faust is moving forward with site work. Lynn will provide an update after next week's meeting. Katie asked the status of the steering committee, which has been informally suspended at this point. Need to potentially resurrect to gather additional input.

Public Comment - None

ADJOURNMENT

A motion was made at 9:02PM by Dave and seconded by April to adjourn the meeting, and all were in agreement. Next month's meeting is scheduled for August 31, 2017 at 7:00 PM at the Upper Macungie Township building.

David Kentner, Chairman

UMT Parks and Recreation Board