

**UPPER MACUNGIE TOWNSHIP  
PARKS AND RECREATION BOARD  
Monthly Meeting Minutes  
March 2016**

The monthly meeting for the Upper Macungie Township Recreation Board was held on March 31, 2016 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; Stephanie Rauch-Mannino; and Andrea Russell. Also present at the meeting: Parks Team Leader, Jim Soltis; Recreation and Events Coordinator, Lynn Pigliacampi; and residents Rich Kiser and Karla Trumbauer.

Dave called the meeting to order at 7:05 PM. All present were asked to join him in the Pledge of Allegiance to the Flag of the United States.

A motion was made by Jim A. and seconded by Andrea to approve the February meeting minutes. All were in favor.

**PUBLIC COMMENT:** none.

**RECREATION BOARD APPLICANTS**

Lynn emailed the applicants. One couldn't make it to the meeting tonight and she did not hear back from another. The third, Karla Trumbauer, is here.

Karla told the Board she has lived in Upper Macungie Township for six years. Her husband has lived here all his life. She has three children, a teenage daughter and two young sons. She previously lived in Hanover Township and was involved in activities there. She wants to give back to the community. She described herself as passionate. Rich agreed and stated that he has known her for a while through activities at Parkland.

**REPORTS**

COMMUNITY PROGRAMS SCHEDULED

*Adult Volleyball*

This program concluded on March 29. It was held at Fogelsville Elementary School's gym on Tuesdays from 8:00 to 10:00 PM. Rich thanked the Board. They had a good turnout overall but it was a weird year. They started with about 30 participants. Then turnout dropped to the teens and bounced back to 30 this week. The maintenance staff at Fogelsville is fantastic. The players seemed to have a good time. About one third (1/3) of the players were women. They had players of all ages. One player suffered 2 broken fingers and another broke his ankle. Rich hopes to run it again next year from September to March but that will be his last year. Jim S. asked if there was anyone who would be

interested in taking it over. Rich said he is working with two people for the summer. He wants to see if either of them will take it over. The main summer issue is balls landing or rolling onto Route 100. Summer volleyball will be Sundays from 6:00 to 8:00 PM at Upper Macungie Park from the first Sunday in June to the last Sunday in August. Lynn will advertise this in the newsletter and online. Rich is hoping to use the locked box at Upper Macungie Park for 2 balls, lines, and stakes. Rich will get their contact information to LP. It was suggested that maybe we could install another net above the fence to prevent this or that the activity could move to Breinigsville. Rich said that people aren't interested in playing there because of the coarse sand; they prefer Upper Macungie Park.

### *Interior Design*

This program was held from March 1 to 22 at Independent Park on Tuesdays from 6:00 to 8:00 PM. Six people registered; 1 did not show. This was a first time program, although Valerie tried to run it last year. The cost was lower. The instructor's fee was \$182. The Township received \$83. Jim S. had a part-time employee go to Independent to open and this lowered our cost. Lynn was happy that we had the course this year.

### *Hunter/Trapper Course*

This program was held on March 6 at Independent Park from 9:00 AM to 4:00 PM. 40 registered. This continues to go well. We are booking for fall 2016 and spring 2017.

### *Lauri Moore*

This program was held on March 3 at Independent Park from 7:00 to 8:30 PM. 33 people registered. We had lower attendance than in fall. We received \$405 in registration fees. Lauri's fee is \$350. The Township received \$55 in profit.

### *Hippity Hoppity Show*

This program was held on March 11 at Independent Park at 6:30 PM. 65 people registered. Lynn thought that was pretty good for the first time. The registration fee was \$5 per person. We received \$330 in registration fees and \$41 from concessions. Lynn spent \$30 on decorations and candy. The Township profited \$46. This was about one half (1/2) of the Holiday Show profit. Again the Board discussed having this program with an egg hunt next year. Jim S. and Andrea both noted that many attendees also came to our other events. Lynn thought the show seems repetitive of the Holiday Show. Jim A. thought that the kids don't care. Andrea said the show does keep their attention. We have couple volunteers to be the Easter Bunny.

### *Organizational Crash Course*

This program was held on March 29 at Independent Park from 6:00 to 9:00 PM. Five people registered. Andrea attended, as did April, her aunt, and her friend. We received \$125 in revenue. The instructor taught both classes for us at lower than minimum attendance. She receives 65%, or in this case, \$81.25. The Township should receive \$46.25. There was no cost because a volunteer opened the building. Lynn suggested giving the instructor some or all of the profit. Andrea would like to keep her for future

classes. April said she sent emails to her neighbors. Lynn emailed registrants from other events and programs. Andrea suggested trying a class in the fall. This was in between newsletters. Jim S. said the instructor picked this time of year because people think about cleaning in the spring. Lynn hasn't gotten any feedback from the attendees yet. April remarked that it is interesting that we don't get the expected response from adults. Katie believes adults think recreation is for kids. Andrea says many adults are busy running their kids around and like to relax when they can. Dave asked if it would motivate the instructor if we give her a tip. The Board believed that it would. Jim A. noted that the Board has not spent the money it's made. He thought \$20 might be too little. Karla asked if there was a minimum number of registrants. Lynn said eight registrants were the minimum. Dave said we are then obligated to pay for the eight. April said that the instructor's classes at Lower Macungie Township routinely sell out. Karla suggested that people might be seeing ads in their community center there. Katie expressed concern that we might end up doing this every time a program doesn't reach its minimum registration. Lynn said this is a one-time occurrence and that we usually cancel programs that aren't full. Andrea also said that we will make sure it does not happen on a regular basis.

#### *Adult Basketball*

This program began tonight and runs through June 9 at Jaendl Elementary School's gym on Thursdays at 6:30 to 8:30 PM. Brian was there tonight. Lynn updated the website and this will be published in the newsletter.

#### *Family Fishing*

This program will be held on June 25 at Apple Ponds Park. We had two possible dates but had to cancel one date. We are only allowed to have it on one date. This is updated on the website and will be in the newsletter.

#### *Disc Golf*

This program will be held on May 14 from 9:00 AM – 2:00 PM at Upper Macungie Park. Den Barr suggested that there be light refreshments of hot dogs and sodas. Lynn emailed Dan about the Coke trailer; she will follow up. No equipment will be needed; Den will supply discs. Experienced players will be there to help. Andrea asked if volunteers or Friends would provide the refreshments. This would be an "open house" event for the newly expanded course. Rich suggested adding a sign closer to the front of the park because hardly anyone knows the course exists. April suggested printing about scorecards. Jim S. said that a sign at each tee has a diagram of the hole. They were just sent to WilliamSIGNS for printing. The tees are marked. Lynn will ask Den and Eric about scorecards.

#### *Tennis*

This program will be held from May 2 to September 12 for Pee-Wees, Juniors, and adults. This program will be held on Mondays or Wednesdays from 4:00 to 4:30 PM at Ricky Park for Pee-Wees; Mondays and Wednesdays from 4:30 to 5:30 PM at Ricky Park for Junior I; Mondays and Wednesdays from 5:30 to 6:30 PM at Ricky Park for Junior II;

Tuesdays from 7:00 to 8:00 PM at Blue Barn Park for Junior Advanced; and Mondays and Wednesdays from 6:30 to 7:30 PM for adults. Five people already registered. This is on the website and will be in the newsletter.

### *Junior Golf*

This program will be held in two sessions from June 20 to August 10 at Independent Park on Mondays and Wednesdays from 9:00 AM to 12:00 PM.

### *Yoga in the Park*

This free program will be held from June 5 to July 17 at Lone Lane Park. Lynn updated the website and put this in the newsletter. It was suggested that this program could be held on Sunday evenings. Dave said we have to find out where she is going to set up in the park. They were supposed to be on the kinder soccer fields near the fire station. Last summer, Dave saw them in another location on other more heavily used fields. Lynn said Dave should let her know where they should be and she will let the instructor know.

### *Music in the Park*

Lynn hasn't committed to a band, although she has and is still researching to find one that is cheap. She asked if the Board wants alcohol at this event. If so, the event has to be at Independent. She mentioned possibly getting a beer truck. April thought Independent would be neat because of the hill. The band could set up at the bottom and people could sit above them on the hill. Andrea suggested contacting Saucony Creek Brewery from Kutztown. Jim A. said that Lone Lane, Breinigsville, and Grange have the power sources for the Movies. Rich mentioned the unlikelihood of noise complaints at Independent. Jim A. asked if we would supply or if it would be a bring-your-own-beverage event. Lynn said there is still liability with bring-your-own. Jim A. agreed, but said it might be less. Lynn said that Cedar Crest rents a beer truck for an event. Jim A. said we may need a temporary permit from the Pennsylvania Liquor Control Board. April suggested Upper Macungie Park. Jim A. believes there is not enough power there. Andrea stated her preference for having alcohol at this event. April wants alcohol and food. Lynn said there would be food. Lynn asked if she should run by the Board of Supervisors. Jim A. asked if this would be a fall event. Lynn said August. Karla suggested that this event could kickoff summer.

### *Movies in the Park*

This program will be held on three evenings in the summer. "The Martian" (PG-13) will be shown June 17 at Lone Lane Park. "Hotel Transylvania" will be shown on July 8 at Breinigsville Park. "The Peanuts Movie" will be shown at Grange Road Park on August 5. Activities each night begin at 7:00 PM. Lynn updated the website. The movie company has connections to a physics professor from Lafayette who will come to speak before "The Martian." There is a summary and a trailer for each movie on the website. Lynn sent mailers for sponsors. Jim A. asked if we could do a drive-in style Movie-in-the-Park. Jim S. said we might be able to at Grange by turning the screen towards the parking lot.

### *Fireworks*

This event will be held on July 2 at Breinigsville Park. Lynn updated the website and this will be in the newsletter.

### *Geocaching*

We are taking a break from this program this year because of a concern about past attendance.

### *Barktoberfest*

This event will be held on October 8 at Upper Macungie Park from 11:00 AM to 3:00 PM. Lynn has the sponsorship mailer prepared.

### *Recognition Dinner*

Andrea asked about moving this event to a different time of year. Lynn said it's been in November after the major fall events. April thought it was just the Recreation Board this past year. Rich maintained that it is a nice gesture for the volunteers. Katie will check in past minutes to see if we already set a date.

### *5K*

This event will be held at Lone Lane Park. Lynn included a note that the event would be moving to spring 2017 in the newsletter. Andrea reminded the Board that Dean had a connection at LCCC in their sports management program. Andrea contacted Joe Flaherty, the program director, and haven't heard back. Katie said she posted on the 5K Facebook page about needing volunteers and got no response.

### *Lauri Moore*

This program will be held on November 10 at Independent Park from 6:30 PM. Lynn updated the website for this program.

### *Hunter/Trapper Course*

This program will be held on November 13 at Independent Park from 9:00 AM to 4:00 PM. Lynn updated the website for this program.

### *Holiday Show*

This program will be held on December at Independent Park. Lynn is scheduling this program now. Jim S. suggested two shows on a Saturday. Katie said she doesn't want to be the Elf twice. Dave suggested that we leave it as one show until we have enough demand for a second show. Lynn said 95 people pre-registered last year. If it sells out a week or two in advance, then we'll know.

### *PA German Class*

The Board is interested in running this class again.

## PROPOSED/NEW

### *Kids' Noon Years Eve Drop*

This program will be held on December 31 at Independent Park from 11:00 AM to 1:00 PM. Andrea talked about this at the last Board of Supervisors meeting. They approved the program. The balloon drop will be at noon. Dave asked if we would restrict ages. Parents need to come. Lynn mentioned getting a photo booth. Stephanie contacted a DJ and Crayola. Andrea asked if Crayola needs a letter from Friends or UMT. LP will take care of that. Lynn asked if we would rent a moon bounce. Jim S. said we can have it in the meeting room.

### *Comedy Show*

April suggested this program. The local comedy troupe, Wisecrackers, will give you something back if fundraising. Her family's lake house community does it and it sells out. Andrea asked how is it advertised. Lynn said a group like that has a following that would come. Stephanie asked if this was a competition or a group of professionals. Jim A. thought Independent would be too small. Karla noted that alcohol might be a nice addition to this event. April will look into it.

### *Volleyball tournament*

Stephanie asked if the Township has hosted a volleyball tournament. Jim S. said no, the winter program was started to get people out. It continued because it was successful. Karla thinks we could host a tournament at Grange on the grass. Stephanie suggested a small registration fee of about \$5 per team with small bracket and a prize or prizes of some sort. Jim S. noted that SportsFest has a tournament. Andrea said we could use Rich's volleyball email contacts to promote this event. Lynn noted that Upper Macungie Park doesn't have a concession stand. If we held this at Grange, we could have concessions. Dave thinks we could do this pretty cheap.

## **UNFINISHED BUSINESS**

### Opening Independent Park Community Center to non-residents

The Board of Supervisors approved this change. There will be a \$50 difference for non-residents for minimum rental. The rates go into effect when the newsletter is distributed, hopefully the third week in April. Kathy Rader and Dan Olpere are still editing it. Andrea heard concerns and complaints about this from residents at the Board of Supervisors meeting. Attorney Schantz asked for clarification. Lynn said we want residents to feel like they are getting something for being a resident. We thought of preventing non-residents from booking for certain dates. Andrea said that the local fire companies aren't booking their venues either. Lynn said we can advertise more now that it's available to everyone. She is planning to have a display at wedding shows in the future and send information to wedding planners. Andrea suggested the Parkland Press or other local publications. April asked what renters do for food. Lynn said they get catering or bring their own food. The

major selling point is that it's not expensive.

### Splash park rules

Jim S. told the Board that Eric Erb from Keystone Consulting Engineers prepared the list. Jim A. asked if the fence will be chain link. Lynn said the Township seems to be interested in the card swipe system. Katie read Brian's email:

Two things I want to toss out. One is the age, I think that is should be for 14 & under, maybe 12. I take my daughter to Grange Park a lot & I'm always telling older kids to get off the top of the equipment. If you have older kids running around unattended they might knock the younger kids over & someone could get hurt.

The other is can we keep it to UMT residents only? Maybe put a fence up. I don't know if that's possible but I just see problems with people coming from the outside. Bethlehem had a lot of problems with outsiders coming & littering in their parks last year. Also, I think there were problems down at The Promenade at Saucon Valley with their splash park.

Dave suggested that we look at this more. Jim A. agreed, noting that the splash park is not opening this summer so we have time. Lynn said that the Board of Supervisors will enact ordinances based on the rules we come up with and those ordinances will be enforceable. Jim S. said we are counting on residents to enforce the rules. Stephanie thought Brian's comment about age is a good idea. She proposed another rule: "This facility is intended for ages \_\_\_\_." Other rules proposed include: "Be respectful of others" and "This is patrolled/monitored by UMT Police." The police will periodically drive by the splash park. Dave thinks the size of the pad should dictate the rules. He gave the example of a 100-foot by 100-foot pad vs. a 10-foot by 15-foot pad. Lynn wondered if the swipe card system can automatically lock if it's too full. The Board will continue to talk about this in April.

**NEW BUSINESS:** none.

### **OTHER BUSINESS**

#### Independent Park Community Center rental and building update

Independent will have a full-page ad in the newsletter. It will be open for rentals by non-residents hopefully in April.

There were 3 rentals for March totaling \$1,625.00.

UMT Recreation fund balance

**\$1,597,627.67**

Friends of Upper Macungie Parks and Recreation, Inc. fund balance

**\$21,422.48**

Park and Grant updates: none.

Updates from Lynn: none.

### **PUBLIC COMMENTS**

Karla asked about the Parkland Community Library. Lynn explained that the Library leased land from the Township and that lease expired. They are apparently trying to poll and fundraise. The community center will be built near the library spot.

Karla also asked whether advertising is a problem. Lynn said we use Facebook, our website, and the newsletter. Karla suggested Twitter and Instagram. Lynn thinks the Township might be open to that. If Recreation Board voted and recommended it, they might allow it. We can pay to promote on Facebook. We don't have an email database yet.

### **RECREATION BOARD APPLICANTS**

Katie moved to nominate Karla Trumbauer for appointment to the Recreation Board. April seconded. All were in favor.

### **ADJOURMENT**

A motion was made at 8:55 PM by Katie and seconded by April to adjourn the meeting, and all were in agreement. Next month's meeting is scheduled for April 28, 2016 at 7:00 PM at the Township building.

Dave Kentner, Chairman  
UMT Parks and Recreation Board