

**UPPER MACUNGIE TOWNSHIP
PARKS AND RECREATION BOARD
Monthly Recreation Meeting Minutes
February 2019**

The monthly meeting for the Upper Macungie Township Recreation Board was held on Thursday, February 21, 2019 at the Upper Macungie Township building. The following Recreation Board members were present: Katie Shade; Andrea Russell; Dave Kentner; Gwen McCurdy; April Navarra; Wes Schlauch; and Bret Spangler. Also present at the meeting was Recreation and Events Coordinator, Lynn Pigliacampi Matula. Recreation Board members Matthew Bernard and Karla Trumbauer and Parks Team Leader Jim Soltis were absent.

Community Programs Scheduled

Pick-Up Pickleball, normally held at Blue Barn Park on Wednesdays at 4:00 PM and Sundays at 9:00 AM, is on hold until spring.

Pick-Up Indoor Volleyball continues until April 30 at Fogelsville Elementary School on Tuesdays from 8:00 to 10:00 PM.

The *Hunter Trapper* course was held on Saturday, February 17 at Independent Park from 8:30 AM to 4:00 PM.

The *Safe Sitter* course will be held on April 22 and June 17 at the Township Main Conference Room from 9:30 AM to 4:00 PM.

Pick-Up Indoor Basketball will be held at Jaindl Elementary School from April 4 to June 13 on Thursdays from 6:30 to 8:30 PM.

Pick-Up Summer Volleyball is normally held from 6:00 to 8:00 PM on Sundays during the summer at Upper Macungie Park. As of right now, there are no volunteers to run this program. Dan, the main organizer of the fall/winter indoor volleyball program, can't participate in the summer. Other volunteers can't commit. Bret asked Dave if he knew of anyone from SPYA who could volunteer for the summer. Dave did not know of anyone. Lynn suggested that this program may have to be canceled for the summer. Andrea recommended that Lynn contact Rich Kerrick, who was on the Community Center Steering Committee, to see if he would be available. Andrea also read an email from past Recreation Board Chair and volleyball volunteer, Rich Kiser. Among other things, Rich noted that Rec Board should meet with the program's organizers. He also believed that Karla may have some of his equipment. Lynn said Dan asked the email list for volunteers. April asked why this program is held at Upper Macungie Park and not Breinigsville Park. Andrea answered that the players prefer the sand at Upper Macungie Park.

Disc Golf is ongoing at Upper Macungie (Route 100) Park.

Tennis lessons begin May 6 and run until August 14 at Ricky and Blue Barn Parks. There will be three sessions, four weeks each. Brian continues to be the instructor as he has for several years.

The *Dog Park Etiquette Class* will be held on June 1 at Upper Macungie (Route 100) Park from 2:00 PM to 3:00 PM.

The first *Movie in the Park*, “The Lego Movie 2,” will be shown on June 7 at Lone Lane Park. “Hotel Transylvania 3” will be shown at Breinigsville Park on July 12. The third and final movie, “Mary Poppins Returns,” will be shown on August 9 at Grange Park. All pre-movie activities will begin at 7:00 PM each night, with the movie starting at dusk.

The annual *Independence Day Spectacular* will be held on July 6 at Breinigsville Park from 3:00 PM to 11:00 PM. BOS gave money and Schmoyer will cover the rest. AR: Schmoyer was considering stopping it.

Photo Scavenger Hunt, which will be held from June 1 through October 31 this year in all parks throughout the Township.

Proposed/New

Children’s Business Fair

Lynn sent the Recreation Board some basic information about this program. It was Dilia Coppedge’s idea to bring this event to Upper Macungie Township. Dilia runs the Safe Sitter classes and is involved in a similar fair near Philadelphia. This event is a fair where children can sell their products and crafts and practicing being entrepreneurs. The children can be disqualified if their parents are too involved in selling the products at the fair. The children have to explain the product, the production cost, the sale price, their source of funding, etc. when they register. Katie wondered if the fair will end up being many sellers of one product. Lynn said that Dilia would be in charge of registration, sponsorship, and advertising. Dilia requests that the Township donate the pavilion rental. Similar to what will happen with the Farmers’ Market and its vendors, the kids will keep their proceeds but the Nanny Loft will be the nonprofit “umbrella.” Lynn also talked to Dilia about donating back to Friends. Gwen saw kid sellers at other craft shows, including ArtsFest in State College, and thought that would be a perfect activity on the movie night. She expects to see painted rocks, bracelets, sand art, and more crafts for sale. The Recreation Board discussed scheduling this event in conjunction with the Lego Movie 2 at Lone Lane. The rental fee for the pavilion there is \$125 for residents. Andrea doesn’t believe that this fair will be well-attended. April made a motion to offer Children’s Business Fair an opportunity to sell their wares on a date to be determined, with the event to be sponsored by UMT recreation thus negating the cost of the pavilion rental. Gwen seconded. All in favor. April asked if this could be part of National Night Out. Andrea and Lynn thought National Night Out is already too busy. Lynn suggested Get Prepared Parkland as another alternative.

UNFINISHED BUSINESS

Giveaways and Recreation Board t-shirts

Friends has not voted on their motion for an annual giveaway budget. There’s still time to get the giveaways so this delay isn’t affecting anything. Lynn got pricing for the smaller giveaways, such as stickers and bug repellent packets for the Movies in the Park. Each of these items will be \$1 or less. This year’s bigger items with a higher cost would be a drawstring bag, a collapsible water bottle, or a reusable grocery bag.

Lynn asked the Recreation Board to look a catalog after the meeting. She was thinking that the Board should get polo shirts and quarter-zip sweatshirts. The Township orders from Cintas, the company the shirts will be ordered from. Bret noted that these will be purchased with taxpayer money and that Cintas may be more expensive than other places. Lynn mentioned that their pricing was competitive to others she looked at, and that since the Township has an account with Cintas there could be a discount.

NEW BUSINESS

Push the Rock Sports Camp

Dave emphatically expressed his opposition to scheduling this camp in Upper Macungie Township. Without a vote, the rest of the Recreation Board concurred. The seven Board members present were not interested in allowing this camp to use Township parks in summer 2019 because of past concerns and problems.

OTHER BUSINESS

Independent Park Community Center rental and building update

In January 2019, there were 5 bookings, totaling \$2,350.00.

In January 2018, there were 5 bookings, totaling \$2,425.00. One rental was not charged because it was a rental by the Parkland Community Library.

<u>Upper Macungie Township Recreation fund balance</u>	<u>\$995,082.76</u>
<u>Friends of Upper Macungie Parks and Recreation, Inc. fund balance</u>	<u>\$31,697.87</u>

FYI- The Recreation Board has begun using a Google Drive to share documents. Katie inquired about the Board’s reaction to using the Google shared folder since the Recreation Board began using it about a month ago. Most seemed to like the new technology and its possibilities for file sharing and communication.

- Documents on the Drive include: minutes, agendas, issue briefings, program info

Other Board concerns

- Special events

Dave inquired how Lax-a-palooza and SangriaFest got past the Recreation Board. Lynn said Lax-a-palooza did not come through the Recreation Board. SangriaFest came through the Recreation Board, Dave was not at that meeting. Dave asked if it would be possible to push Lax-a-palooza back. Lynn said she and Dave discussed asking about date flexibility for SangriaFest, but it might push it to 2020. Lynn said The Township is working on the special event application. Andrea promised her husband Matt will get Lynn an example of what Kona Ice has to fill out for other events. Bret reminded the Recreation Board that the Board of Supervisors will have to vote this new process so it will be need to be complete and correct to get approved. Tour de Tush will also be on June 8 at Grange Park with SangriaFest. These logistics have been discussed by Lynn and both Tour de Tush and ArtsQuest. Dave met with Bob Ibach and Scott Faust. Township is looking for the park to be utilized for all different types of events, including paying events, to establish a sense of community outside of sports. Lynn said that the special event application will be very structured with requirements and fees. She will build a webpage around it with FAQ. Bret noted that SangriaFest is offering off a very low amount. He believes that Vynecrest and Clover Hill aren't really interested or their representatives would be here tonight. Andrea can't figure out how ArtsQuest is non-profit. She also stated that food trucks won't work with ArtsQuest. Lynn mentioned SPYA holding open certain dates each summer for larger events, so that scheduling is easier. This was discussed and agreed to when Dave met with Bob Ibach. Dave said we had an agreement going forward that there will be days available with pricing for these events. Bret suggested holding a bond for each event; Gwen agreed. Lynn said there will be a security deposit required for large events. Lynn said the Township would like to offer a variety of events. Dave specified an available date in June. Lynn sent the sample special event applications from Allentown and Bethlehem to the Recreation Board. If a person or group is applying for a larger event or anything with alcohol, that person or group will have to apply using the Special Event Application and submit all necessary permits and COI's. Wes thought the process of approving SangriaFest is moving too fast. Bret disagreed, stating that they attended a in November 2018, there was no meeting in December, and we approved them in January to get it on the Board of Supervisors agenda in February. Bret reminded the Recreation Board that the Board is there to move things along. Katie understood both Wes's and Bret's points. April asked about the possible involvement of Clover Hill and Vynecrest. Lynn said this was discussed with Curt from ArtsQuest, he is checking to see how they can be involved. Andrea suggested that they be allowed to have a vendor table. Gwen noted that Vynecrest partners with ArtsQuest for Christkindlmarkt. Bret said if you're advertising an event at a park, that might be a nice event in the community and attract a different crowd than the wineries might. Lynn said if the wineries are able to come and they actually come, it would be nice to dub them something like the "Upper Macungie Township Wine Trail." Stony Run is the vineyard going into Independent Park. Katie asked if the special event permit will require a Park Rules amendment. Lynn replied Bob and the Township Solicitor are looking into that. Bret said that ticketing (parking) has been a problem at Grange Park. Dave met with Bob and Scott to discuss Grange Park with the sale of Independent Park. Dave said that SPYA is trying to co-exist with everyone else. The Township and all parties have to follow and enforce the soon-to-be existing structure, and enforce current parking issues.

- *Attendance policy*

Bret reminded the Board about the circumstances the attendance policy was meant to address. Previously, the Board frequently was close to not having quorum. Often, members communicated prior to meetings to determine that the Board wouldn't have quorum and then someone would agree to attend. Fortunately that has not be a problem lately. Bret feels that though we have an attendance policy now, it should not be enforced unless that situation arises again. The Recreation Board is required to recommend a member for removal for neglect or

dereliction of duty under this policy in the Bylaws. Without this recommendation, a member cannot be removed. Bret gave an example that even if a member misses 10 meetings, it would still be up to the Recreation Board to recommend that member for removal for neglect or dereliction of duty. That member's removal will never be automatic; the Recreation Board will always have to recommend a member for removal.

PUBLIC COMMENT: none.

ADJOURNMENT

A motion was made at 9:00 PM by Bret and seconded by Katie to adjourn the meeting, and all were in agreement. Next month's meeting is scheduled for Thursday, March 21, 2019 at 7:00 PM at the Township building.

Katie Shade, Chairperson
UMT Parks and Recreation Board