

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

The monthly meeting for the Upper Macungie Township Recreation Board was held on Thursday, September 21, 2019, at the Upper Macungie Township building. The following Recreation Board members were present: Katie Shade; Andrea Russell; Matthew Bernard; Dave Kentner; Gwen McCurdy; and Wes Schlauch. Also present at the meeting were Parks Team Leader, Jim Soltis; Recreation and Events Coordinator, Lynn Pigliacampi Matula; and presenters Den Barr, Andrea Jones, and Dan Ginter, and resident Colin Sheridan. Deb Soltis was also present. Recreation Board members April Navarra, Bret Spangler, and Karla Trumbauer were not present.

Katie called the meeting to order at 7:02 PM. She asked all present to join her in the Pledge of Allegiance to the Flag of the United States of America.

Katie noted that corrections of a few easily missed incorrect spellings, including Bret's name, were needed in the August minutes. A motion was made by Gwen and seconded by Dave to approve the August meeting minutes. All were in favor.

PUBLIC COMMENT

- Den Barr attended to present installing 9 Disc Golf holes at Lone Lane Park. He provided drawings of a course through the wooded area. He helped design and install the added 9 holes at Rt. 100 Park, and has designed 7 or 8 other courses for other entities. He has seen many courses that are near walking paths and sees no issue. The direction of the throws will be always be aiming away from those walking. Signs can also be made informing walkers of the course.
 - The course would be nine recreational level holes requiring the purchase, assembly, and installation of nine baskets. The cost to purchase baskets is estimated to be \$3,500 including shipping. Holes would be design and installed around items in the park, no areas would be changed to be able to complete the course.
 - The course could be in a loop, and is recreational level as the baskets are only 200 ft apart.
 - Just like Rt. 100, Den will have recruited volunteers to dig the holes and install the baskets at no cost to the Township. All volunteers will sign waivers.
 - Additional quotes and info on types of baskets will be gathered.
 - Den believes the amount of players will not add to any parking issues.
 - No additional maintenance for Public Works as these areas are all maintained anyway.

Andrea thought this offers parents something to do while their kids are at Lone Lane for other activities. Gwen expects usage of the course to be low key. Dave asked if this would be more work for Township Parks employees. Jim said it would not. Wes asked who cuts the grass. Jim said that the Township cuts the regular grass once a week and the wooded areas once a month. Andrea noted that that area has always been maintained.

The Disc Golf community is very active and involved. They donate their time to install baskets and are fundraising to improve the Rt. 100 course by installing stone Tees that UMT provided.

MOTION: Wes moved to approve the disc golf course at Lone Lane Park with help from Mr. Den Barr and UMT Public Works. Katie seconded. This motion passed by a vote of 4 - 0 - 1.¹

- Andrea “Andy” Jones, is a USA Pickleball Association (USAPA) ambassador and instructor, and referees. She is the volunteer running our pickleball email group or pick-up group. She has been instructing beginners for free, and recently had 42 people signed up for her lessons. She is looking for official permission to teach at Grange Park, because she may charge \$5-10 to advanced players. Beginners she will always teach for free.
 - She has USAPA certifications and liability insurance.
 - She will be held to all specifications that instructor Dottie Kelly is held to (clearances, waivers, registration information, letting us schedule and advertise, re-evaluation for next spring)
 - She teaches beginners and trains referees for free.
 - Lessons are typically 1.5-hour sessions for beginners, usually. She would teach Monday through Saturday from 9:00 AM to 10:30 AM and 10:30 AM to 12:00 PM. But she is flexible.
 - She is a seasonal resident here until October 14 and will be back in May 2020.
- IF she decides to charge, it would only be advanced beginners- \$5-10 per player per session. She is willing to donate that money back to the courts/Township.

Suggestions:

- The Recreation Board agrees with the pickleball group that a couple picnic tables and some shade is needed in that area when the Township is able to install those items.
- The courts need to be closed off somehow. Jim S. and Dave agree there will be damage from snowmobiles, skateboards, other recreational activities, dogs...etc. Installing netting, large rocks, or re-barr were suggested for some kind of barrier.

MOTION: Andrea moved to allow Andy Jones to teach beginner pickleball lessons under the same stipulations and proposal that Dottie Kelly follows. Gwen seconded. This motion passed by a unanimous vote of 5 - 0 - 0.

- Dan Ginter, an involved pickleball player and organizer of a fundraiser tournament at Blue Barn- Real Men Wear Pink attended to request permission to run another fundraising tournament for Cancer.
 - The cancer non-profit is called Every Ribbon Counts. It was kind of a last minute idea and is hoping for permission to hold it at Grange Park.
 - Registration will be \$35 a person. All money goes back to the cause (the non-profit) except for T-shirt cost of \$3.50/person. Proceeds go towards Brain and Prostate Cancer research.
 - Sunday, October 6, 2019 is the date requested

¹ The Recreation Board voted on these topics after the presenters and one Recreation Board members left. When that member left, the Recreation Board still had its quorum of five members.

- It is a knockout tournament for 3 hours total. All courts will be used in the beginning.
- They were told there is not enough time for the new Special Event process. And the Board of Supervisors meeting is on Thursday, October 3.
- Dan said there are other pickleball tournaments later in the month, so it couldn't really be scheduled later.
- Gwen asked if the funds raised will stay in Lehigh County. Dan said 20% of the proceeds will go to what the teams choose. They've selected paying for summer camp for kids and buying groceries and paying for gas and electric for families of kids with cancer.
- There are youth events in the park, so parking that day will need to be organized by the pickleball volunteers.
- The Recreation Board believes the fee schedule in place will deplete any fundraising the event would achieve.
- Lynn will distribute the Special Event Permit, and suggested the Rec Board ask the BOS to waive the fee with the stipulation that UMT Recreation be mentioned as a sponsor. This can be a method to having more fundraising tournaments at Grange Park.

MOTION: Andrea moved to allow the 501(c)(3) Every Ribbon Counts to hold a pickleball tournament under the umbrella that Upper Macungie Township will be a sponsor for the event on October 6 from 9:00 AM to 12:00 PM. Katie seconded. This motion passed by a unanimous vote of 5 - 0 - 0.

REPORTS

Community Programs Scheduled

Session 3 of *Tennis* had 29 registrants with fees totaling \$3,420.00. The Township received total revenue from the three sessions of \$11,240.00. With the 80% - 20% split with the instructor, the Township will receive \$2,248.00. Bryan, the instructor, will receive \$8,992.00.

30 vendors, food vendor, and the DJ are booked for *Barktoberfest* on October 12 (rain date October 13). The event sponsor and three additional sponsors have donated a total of \$2,000.00. Lynn will reach out to Segan's Bloomin' Haus again. Wes inquired about the other sponsors. They are Keystone Consulting Engineers, West Valley Animal Hospital, and Kay Builders. Lynn will send out a Sign-Up Genius. Volunteers are needed in the morning to decorate and direct vendors to their spots, and during the event at the table for the pet parade registration and judging.

Lynn chose a new entertainer, Sam Sandler, for the *Holiday Show*.

Katie made additional updates to the *Photo Scavenger Hunt* scoring spreadsheet. The Recreation Board could ask Friends for more prizes.

Proposed/New: None.

UNFINISHED BUSINESS

- Suggestion to rename Grange Park- This discussion was tabled until next month when Bret will hopefully be in attendance. It was his suggestion at the last meeting.
- Review of Robert's Rules and example agendas and minutes- Katie left this on the agenda in case anyone had questions because she wasn't at the August meeting. No one had questions.
- Aerial photos of parks- Andrea's son offered to donate his time and take aerial photos with his drone. After speaking to Bob, Lynn informed the group that the Township will only use professional Drone photographers for liability reasons.
- Trunk or Treat- tabled due to Karla's absence as this was her topic.

NEW BUSINESS

- New event ideas
 - Lynn gave the Recreation Board a "homework" assignment to come up with new event ideas and bring them to the next meeting. She asked the Board to think about what they would like to see. Katie responded that she would like us to offer more activities during National Recreation Month in July. Lynn already met with UMTPD's Officer Rohrbach about partnering with the police on some events, like Kids' Noon Year's Eve.

OTHER BUSINESS

- Pavilion rental update
 - August 2019- 51 bookings totaling \$5,875.00
 - August 2018- 51 bookings totaling \$6,075.00.
- Upper Macungie Township Recreation fund balance
 - **\$1,661,687.26**
 - Bruce sent Lynn the fund spreadsheet for August, which was forwarded to the Recreation Board before the meeting. There were no questions.
- Friends of Upper Macungie Parks and Recreation, Inc. fund balance
 - **\$34,266.32**
 - Lynn included this amount on the agenda sent out before the meeting. There were no questions.
- Community Center- no new update
- Updates from Lynn
 - The fall 2019 Township newsletter and 2018 Police annual report are both online. Katie liked the new newsletter format.

- Officer Reports
 - Following her email a few days ago, Katie reiterated the importance of volunteering at our events, especially the larger ones (Barktoberfest and Kids' Noon Year's Eve).

PUBLIC COMMENT: None.

ADJOURNMENT

A motion was made at 9:20 PM by Katie and seconded by Andrea to adjourn the meeting, and all were in agreement. Next month's meeting is scheduled for Thursday, October 17, 2019, at 7:00 PM at the Township building.

Katie Shade, Chairperson
UMT Parks and Recreation Board