

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

The monthly meeting for the Upper Macungie Township Recreation Board was held on April 28, 2016 at the Upper Macungie Township building. The following Recreation Board members were present: Chairman, Dave Kentner; Vice Chair, April Navarra; Secretary, Katie Shade; Jim Adams; Brian Kresge; Jocelyn Pattishall; Andrea Russell; and Karla Trumbauer. Also present at the meeting: Parks Team Leader, Jim Soltis; Recreation and Events Coordinator, Lynn Pigliacampi; Dean Haas and Eric Erb from Keystone Consulting Engineers; and resident Chris Englebert.

Dave called the meeting to order at 7:01 PM. All present were asked to join him in the Pledge of Allegiance to the Flag of the United States.

Katie told the Board she misspelled April's last name in the March minutes. This has been corrected in the March minutes and in the template for this and future months' minutes. A motion was made by Andrea and seconded by Brian to approve the March meeting minutes with that change. All were in favor.

The Board welcomed Karla to her first meeting.

PUBLIC COMMENT

Resident Chris Englebert lives in the Heatherfield development near Blue Barn Park. He asked about the resurfacing of tennis courts at the park and lining of pickleball courts. He is concerned that the resurfacing project will interfere with tennis lessons. Jim S. said that the resurfacing project is in the budget but not scheduled yet. Jim S. said the resurfacing might be scheduled for the fall. One court is already lined for pickleball. When the project is done, there will be two. Mr. Englebert said that there's a group that plays Sundays. He also asked when the fence is going to be fixed. He wanted to know if the fence could be fixed first. He believes that would appease the concerned residents for now. Lynn asked if we could relay this information to Scott Faust. Jim S. said he would send a crew over there. Mr. Englebert said the gates need to lock properly. He chased kids off the nets. Mr. Englebert ask if additional signage could be posted. Jim S. said the Township might be able to do something. Something like "TENNIS ONLY!" was suggested.

Mr. Englebert also suggested naming rights for upcoming projects, notably the community center and for tennis and pickleball courts. He proposed naming the community center for the late Sam Ashmar. He said other Township residents asked him about the planned improvements to Grange Road Park. He told them that the Township is following a long-term master plan. Mr. Englebert believes Township residents could honor their relatives and raise money. Lynn said fundraising is part of the plan. Andrea suggested that he tell those other residents to fill out the feasibility study when it becomes available. Jim S. said the Township has two tennis courts planned. Mr. Englebert asked if the Township could construct two tennis and two pickleball courts. Dean and Eric said that would be possible. Mr. Englebert suggested having aluminum bleachers to form a sort of pickleball arena. Brian asked at which locations pickleball enthusiasts

play their game, other than Blue Barn Park. Mr. Englebert said it's "outlaw" pickleball, in that the players will play wherever they can.

REPORTS

COMMUNITY PROGRAMS SCHEDULED

Adult Basketball

This program runs until June 9 at Jandl Elementary School's gym on Thursdays from 6:30 to 8:30 PM.

Disc Golf Opening Day

This event will be held on May 14 at Upper Macungie Park from 9:00 AM to 2:00 PM. Eric asked Jim S. if the signs have arrived. Jim said we're hoping to have them in time for this event. Lynn said we'll have the Coke trailer. Jocelyn can donate but can't volunteer as she will be away. Andrea offered to send out a Sign-Up Genius. She also asked if we will have a giveaway. Lynn said it would be nice. Jim S. asked if we know how many people are coming. Eric is coming. Brian saw an article about it in The Morning Call. Katie asked if the event will be held rain or shine.

Tennis

Three sessions of this program will be held in May 2 to September 12 for Pee-Wees, Juniors, and Adults at Ricky and Blue Barn Parks. Times vary for each age group. 33 are currently registered for session 1; 10 for session 2; and 2 for session 3.

Adult Volleyball

This program will begin on June 5 and continue until August 28. It will be held each week on Sunday at Upper Macungie Park from 6:00 to 8:00 PM. Jocelyn is considering volunteering to organize this for 2017 after Rich bows out.

Yoga in the Park

This program will begin on June 5 and continue until July 17. It will be held each week on Sunday at Lone Lane Park beginning at 7:00 PM.

Junior Golf

This program for children runs from June 20 until August 10 at Independent Park on Monday and Wednesday mornings.

Movies in the Park

"The Martian" will be shown June 17 at Lone Lane Park; "Hotel Transylvania" on July 8 at Breinigsville Park; and "The Peanuts Movie" on August 5 at Grange Road Park. Pre-movie activities begin at 7:00 PM on each of those nights. There will be a speaker before "The Martian." Station 56 will run the concessions at Lone Lane; the youth associations will run the other concessions. Lehigh Valley Martial Arts and Legacy Church will run pre-movie activities. To date, the Township has received \$4510 in sponsorship. The new sponsorship level – banners under the screen – are popular.

Family Fishing

This program will be held at Apple Ponds Park from 9:00 AM to 1:00 PM this summer on June 25. July 23 was cancelled due to funding cuts.

Music in the Mac

This event will be scheduled on a date to be determined.

Fireworks

The annual Independence Day fireworks display will be held on July 2 at Breinigsville Park at dusk.

Recognition Dinner

This event will be held on November 9 or 16 at Independent Park.

Barktoberfest

This event will be held on October 8 at Upper Macungie Park from 11:00 AM to 3:00 PM.

Lauri Moore

This program will be held on November 10 at Independent Park at 6:30 PM.

Hunter/Trapper Course

This program will be held on November 13 at Independent Park from 9:00 AM to 4:00 PM.

Holiday Show

This program will be held on December 2 or 8 at Independent Park from 6:00 to 8:00 PM.

Noon Year's Eve

This program will be held on December 31 at Independent Park from 11:00 AM to 2:00 PM. Katie gave an update from Steph. We may have a DJ lined up. Steph is in the process of drafting some sponsor letters to send out to various places.

5K

This event will be held in spring 2017 at Lone Lane Park. Dean has phone numbers for Lehigh Carbon Community College. Andrea emailed a professor but never heard anything.

PROPOSED/NEW

Comedy Show

Lynn contacted the Wisecrackers comedy troupe. She will forward the information she received to the Board. They recommended charging \$20 for tickets with that amount to be split evenly between Wisecrackers and the Township. They also suggested having a raffle on the evening of the performance. Lynn asked if we should structure it as a fundraiser. It's an event like anything else we host. April suggested that we have beer, soda, and wine available. Lynn mentioned getting a beer truck. Katie said we should set a date. Lynn proposed having this program on a Friday evening so we're not interfering with rentals. There would be no minimum of tickets sold. Jocelyn asked if this would be for adults only. Jim A. said that if we are having alcohol, then it should be adults only.

Volleyball tournament

There was no update on this program at this meeting.

UNFINISHED BUSINESS

Splash park rules

Eric distributed splash park feature catalogs and Dean distributed an email he sent to Township officials about splash park card readers. From the time the contract is signed, it will take 12 weeks to get the parts. The Township received some extensions on the grant to get enough time. Lynn said there will be mostly standard parts. Dave asked about the pumps and valves. Dean clarified that Lynn was referring to the water features. Dean thought that it could be helpful that the opening date is unknown. If the splash park is operational in late summer, that would be great. If the Township wants to charge a fee, that would be done through the Township office. (The same software and card swipe system could be used to control Independent Park.) Lynn said it would be nice to have the card swipe system, although it has advantages and disadvantages. Eric said all people using the splash park would sign a waiver. Jocelyn liked the idea of signing a waiver and having a card. Karla agreed. Mr. Englebert said that Hatfield Township has a pool and a splash park. They put cameras in to monitor, which cut their insurance. Lynn talked to Dan and the Township is definitely doing installing cameras. Lynn reminded the Board that this project is grant funded, so the Township must allow non-residents to use the splash park. The Township can charge a fee though. Dean said that Scott and Darryl have been working on getting Wi-Fi at Grange Road Park for cameras. Keystone came up with a rough cost estimate. The Township can charge up to 25% more for non-residents. Jocelyn asked if the memberships would be for a single year. Dean said they would be. Jim A. asked if the memberships would cover a whole family. Dean replied that the memberships would be for families, not individuals. Dean also noted that Allentown was helpful. Karla asked if the splash park would be unstaffed. Dean said yes. Karla said the head of household should be responsible. Andrea suggested that the waiver ask the signer to list those who might enter. Lynn said that Parks tries to get summer staff and that she believes a presence might help. Jocelyn wants to see a sign about monitoring. Dave asked when the anticipated opening date is. Dean said it was hard to talk to the construction company and so he hasn't gotten a date yet. Jim S. has not spoken with them either. Dean said that because it takes 12 weeks from when we sign the agreement, we really want to get it signed in May.

Eric asked if the Board has reviewed the regulations. Lynn said they have but only briefly. They were supposed to get more details today. Andrea suggested including the full rules on the waiver. Lynn wants signs saying that "This area is patrolled/monitored by UMT Police" all over the area. Dave said he would like to see a combination of posted rules and more detailed for the waivers. Lynn thought 16 is too old. April disagreed, saying 16 is appropriate because they're minors. Andrea said 14 to 16 year olds don't need to be there. Dave said accountability is important. The Township has to trust the visitors but also be able to do something when improper actions occur. Katie stated that the Board of Supervisors will turn our rules into ordinances, which are enforceable. Jim S. said these rules will be different from the Township's regular park rules. Dave said there have to be consequences. Andrea thought the Township must exercise some amount of trust but we have to be able to deal with problems. Dave asked what our leadership (i.e. the Board of Supervisors) think in terms of enforcement. Jim S. responded that Parks employees can't do anything and that the Police can't enforce without an ordinance. Eric compiled the examples from various websites. Mr. Englebert Googled splash park rules and found many examples. Dave asked if there is a maximum capacity. We have a maximum capacity and that will have be posted. Andrea asked if chairs would be allowed in the splash park enclosure. Dean said there's lawn nearby, outside of the fence, where visitors can set up chairs. Dave asked if

the Board wanted to restrict someone from being there all day. Parking needs to be restricted. Jim A. said there's nothing on the list about firearms. Jim S. said we can't restrict firearms because of a prior case. Lynn said the Township was considering some way to rent the splash park. Jocelyn would be upset if the splash park was rented when her family intended to use their pass. Karla asked if the catalog provided is from the company doing the construction. Dean and Eric replied that it is.

Katie stated that she made some changes to Eric's initial list of rules. She described the changes to the Board, including categorization. **The Board agreed to present those rules and those discussed at the March meeting to the Board of Supervisors.** Some of these rules will be posted as previously mentioned; others will be listed on the waiver an adult signs when receiving his or her family's swipe card at the Township office.

Karla moved to recommend to the Board of Supervisors that the operating hours of the splash park be from 9:00 AM to 8 PM daily. April seconded this motion. The motion passed 6-2-0. This motion will be incorporated in the proposed Rules.

April moved to recommend to the Board of Supervisors that the Township purchase and install a swipe card entrance system. Andrea seconded this motion. The motion passed unanimously, 8-0.

NEW BUSINESS

Giveaways

Lynn hasn't had a chance to research new products. She brought information about the items we considered last year: balls, phone stands, and sunglasses. The pens were big hits. Katie said sunglasses would be fun with the splash park. Lynn will send out an email to the Board with further information.

OTHER BUSINESS

Independent Park Community Center rental and building update

In April 2016, there were nine bookings totaling \$4,575. In April 2015, there were 8 bookings totaling \$3,975. The Community Center is booked on weekends May through July. We're getting more weddings too.

UMT Recreation fund balance **\$1,664,163.27**

Friends of Upper Macungie Parks and Recreation, Inc. fund balance **\$20,777.48**

Park and Grant updates

Community Center

Lynn reminded the Board that the Steering committee is advisory to the Board. Dean distributed Keystone Consulting Engineers' proposal for the feasibility study, which the Board of Supervisors approved. Eric said the current recreation plan started in 2009, adopted by the Board of Supervisors in 2011. Dean said that the Steering committee will write the mission statement. It

will likely focus on why the Township should have the community center. Then the Board will review, followed by the Board of Supervisors. The study will determine needs and use DCNR software to highlight the number of people within certain radius of the location. It will also include a market analysis and input from a variety of community partners. The Board of Supervisors wants something that's sustainable.

Updates from Lynn: none.

PUBLIC COMMENTS: none.

ADJOURNMENT

A motion was made at 8:47 by April and seconded by Jocelyn to adjourn the meeting, and all were in agreement. Next month's meeting is scheduled for May 26, 2016 at 7:00 PM at the Township building.

Dave Kentner, Chairman
UMT Parks and Recreation Board