

**UPPER MACUNGIE TOWNSHIP PARKS AND
RECREATION BOARD Monthly Meeting
Minutes February 16th, 2023**

The monthly meeting for the Upper Macungie Township Recreation Board was held on Thursday February 16th, 2023, at the Upper Macungie Township building. Recreation Board members present: *Matthew Bernard, Jaclyn Svetcov, Wes Schlauch, Gwen McCurdy, April Navarra*. Also present: *Recreation Manager Mike Kukitz, Jim Soltis*.

Other members of the public in attendance: *Neeraj Sharma, Deb Soltis, Kylene Gill*

Vice-Chairman Matthew Bernard called the meeting to order at 7:01 PM. He asked all present to join in the Pledge of Allegiance to the Flag of the United States of America.

Gwen made a motion to approve the minutes, Wes seconded and all were in favor.

-Kylene Gill, the new UMT Recreation Coordinator, will start February 21st

-Karla Trumbauer has resigned from UMT Parks and Rec Board for personal reasons.

PUBLIC COMMENT - none

NEW BUSINESS:

- Community Volunteers:

1. **Bunny Hop**- April 1st, 7 cars registered thus far. Volunteers will be needed to help out.
2. **Earth day** – 20-40 trees to be planted in Grange park, as well as a rain garden and other planting. Will need help to do the planting.

-Spring Programs update:

1. **Concert in the park:** June 2, a community event, entertainment is Mike's surprise
2. **Playground summer camps in UMT:** Will need to hire additional staff. Number of staff and campers will double(helpers, counselors, etc). Can accommodate 250 children, in 2 locations. 90-95% of the program will take place outdoors, and will utilize Jandl and Fogelsville elementary schools.
3. **Concerts on the Grange:** May 12/13 (Artsquest)

-DCNR Grants- 2023:

1. **Russett Road playground project:** a budget will be put together to see how much is needed to fund the park. \$50,000 was set aside but the number is coming up closer to 100,000 so that is why a proposal will be made for a DCNR grant in early April.
2. **Park Recreation Open-Space plan:**a second DCNR grant is being written for this program. The plan is looking at revisiting the mission statement of the parks and recreation department and will be assessing the goals of the township for the next 10 years. Parks, programs, and services will be analyzed in hopes that we can understand the needs of the community in the future. The grant is needed to fund a consultant who will be tasked to address this open-space plan.

-Grange Wayfinding Signage:

1. The current parking lots and athletic areas do not have any kind of signage for people to be able to locate different areas/fields/pavilions.
2. Signage will also help with large events as well.
3. A QR code was suggested, by Kylene, on the main Grange sign that residents can scan for info.

-Annual Sponsorship Materials:

1. Mike has put together a front and back page sponsorship form that he would like us to review and give any feedback about.
2. The Friends board is now in the process of being disbanded because it is not needed anymore due to the fact that the township can now accept tax-exempt donations.

UNFINISHED BUSINESS:

-By-law changes: Streaming the meeting was discussed. **Matt made a motion to have the parks and recreation meetings streamed, starting next month, April seconded, all were in favor.**

-Term-limits: There are no term-limits at this time

Matt made a motion not to have term-limits, but the number will be revisited yearly. April seconded, everyone was in favor.

-Park Brochure: Will be re-done this spring or fall to give it a fresh update with the most current information.

OTHER BUSINESS:

- UMT Recreation fees from developers—\$2,348,980.00 (2023 Y/E estimate)
- Friends of Upper Macungie Parks and Recreation, Inc. fund balance - **\$38,833.27**
- Recreation Manager updates:
 - PRPS Conference at Hershey this year March 19th–22nd.
 - Mike shared a sample of an e-newsletter as suggested by April

PUBLIC COMMENT-

1. Neeraj is concerned about a problem with renting Pavilion 4 at Grange Park. It abuts the side of a soccer field that many youth groups use; he has found that they often utilize the pavilion for their equipment despite the rental sign being posted. The location of the pavilion is also very close to the soccer fields/games with no delineation.
2. April updated us on the CPR class she proposed. She would like to offer this to the community.
3. Taurus Tech has grant money and is looking for a 501c3 to work with. They pair their students with a trained plumber, electrician, etc. and they would like to offer their services to our community if needed.

ADJOURNMENT

-April made a motion to adjourn at 8:11 pm, Matt seconded, all agreed.

-Next month's meeting is scheduled for Thursday March 16th, 2023, at 7:00 PM at the Township building.

Matthew Bernard- Chair
April Navarra- Vice-Chair
UMT Parks and Recreation Board