

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

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

Other members of the public in attendance: *Neeraj Sharma, Deb Soltis, Jason Krier*

Chairman Matthew Bernard called the meeting to order at 7:05 PM. He asked all present to join in the Pledge of Allegiance to the Flag of the United States of America.

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

We would like to welcome Neeraj Sharma to the board. He was appointed to the Parks and Rec board at the Board of Supervisors meeting this month.

**PUBLIC COMMENT** - none

**NEW BUSINESS:**

**- Review of select bylaws that may be out of date**

1. Annual report submitted to the supervisors: this has not been done annually but if it is in the bylaws then an analysis report should be submitted yearly to the Board of Supervisors. It may be beneficial to reach out to the BOS and ask if they want an annual or quarterly report. If we want to change this then the bylaw will need to be amended.
2. Matt clarified that the reorganization meeting should occur at the first meeting of each year.
3. Matt questioned if the Parks and Rec elections should be done by ballot. Bret clarified that our vote is done as a verbal in-person ballot.
4. Discussion was had about the bi-monthly meeting section of the bylaws. We are still keeping the meeting bi-monthly but will decide at each meeting whether we need a meeting the following month and it will be scheduled before we leave. *Many members want to change it to monthly but we will need to table this until the next meeting so we can discuss the procedure for changing the bylaws.*

**-Church Street Tree Lighting event: possible church partnership to host the event**

Matt opened a discussion about a possible tree-lighting event at Church Street Park. This is a private park where the owner would allow us to host this event. Bret and Neeraj feel that if we would like to have a Parks and Rec event then it is safer to host it at our own park and better for the township. Most members agreed and the idea was scrapped.

**-Discussion of recommended volunteer hours for board members-**

Matt feels the bylaws need clarification concerning board member volunteer hours. He feels

rec members should be strongly encouraged to volunteer at community events so we can stay in touch with community members. April does not want to add volunteer hours to the bylaws and that it should be encouraged but not required. She also felt that community members should be given an opportunity to volunteer for the township as well

Mike feels that the best way to approach this is to strongly encourage members to volunteer at 1 event a year but to not make it a requirement.

#### **-Spring Program Updates**

1. Bunny Hop is April 1st from 1-4, 12 cars registered. We need volunteers to participate in decorating a vehicle or sponsoring an event.

2. We were awarded the Curiosity Cube by Millapore Sigma. This is a huge honor since the cube travels around the world and only stops at certain locations.

3. Earth Day event will be Saturday 22nd at Grange Park. Planting and mulching of trees will occur around Grange.

4. Summer camp program filled up in 57 minutes. 125 participants signed up at both Jandl and Fogesville with a large waiting list of 100 +. There is a huge need for this program at the township. Veterans Memorial to be added back next summer.

5. Concerts on the Grange May 12th and 13th

#### **UNFINISHED BUSINESS:**

-none

#### **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 - **\$14,759.27**
- Recreation Manager updates:
  - UMT recently purchased two large commercial tents with side-walls for camps and other events
  - PHEAA- Registered to help offset costs of college students
  - 2023 Newsletter was finalized
  - 20 large trees donated through the grant program
  - Kaybrook donated \$3,000 towards renovations at Russett Park

#### **PUBLIC COMMENT-**

-Jason asked if there was talk about improving conditions of fields at Grange Park. Mike is following up with this matter. Certain areas will need to be closed on a rotating basis to allow fields to rest and be maintained.

**Matt made a motion to have the next meeting on April 20th, 2023. Bret seconded. All were in favor.**

#### **ADJOURNMENT**

-Matt made a motion to adjourn at 8:14 pm, Bret seconded, all agreed.

-Next month's meeting is scheduled for Thursday April 20th, 2023, at 7:00 PM at the Township building.

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