

**UPPER MACUNGIE TOWNSHIP PARKS AND  
RECREATION BOARD Monthly Meeting  
Minutes March 20th, 2025**

**CALL TO ORDER/ ROLL CALL:**

The monthly meeting for the Upper Macungie Township Recreation Board was held on Thursday, March 20th, 2025, at the UMT meeting room.

Recreation Board members present: *Matthew Bernard, April Navarra, Neeraj Sharma, Jaclyn Svetcov, and Gwen McCurdy*. Also present: *Recreation Manager Ryan Griffiths, Parks and Recreation Public Works Lead: Jim Soltis. Community members: Aleka Smith*

**PLEDGE TO THE FLAG:**

-Chairperson Matthew Bernard called the meeting to order at 7:03 PM. He asked all present to join in the Pledge of Allegiance to the Flag of the United States of America.

**ADDITIONS/DELETIONS TO THE AGENDA: none**

**APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING:**

-A motion was made by Matthew to approve the February, 20th 2025 minutes, Neeraj seconded, all approved.

**PUBLIC COMMENT:** Aleka Smith, a UMT community member, presented her idea for a Pet Supply Little Free Library Project at the Route 100 Park with hope for expansion to other parks. She and her husband would buy the supplies and make the first box for the project and would just need help for installation. She has agreed to monitor the box at least 1-2x per month and is hoping to partner with the Sanctuary at Haafsville in case of overflow of supplies. She feels there is a need for pet supplies and feels very passionate about helping local animals.

**STAFF REPORTS:**

-**Program Statistics:** The Spring and Summer workshops and programs continue to grow this year with high levels of participation and interest.

-**Bunny Hop Event Preparation:** This free event will take place on Saturday, April 12th at Lone Lane Park which will include a Trunk or Treat as well as an egg hunt. The township is looking for volunteers to help with this fun event!

-**2025 Summer Camp Program/ Staff Hiring:** UMT is excited to bring enrichment activities onsite to the playground camp like the Wildlands Conservancy and other local organizations, as well as incorporate more STEM activities, crafts, etc. Field trips are planned to various sites around the Lehigh Valley. Over 30 staff members will be needed and applications are available on the township website. Summer camp registration is selling out quickly.

-**Monthly E-Newsletters/ Spring & Summer 2025 Newsletter:** The updated newsletter is out to the community and we hope the residents find this to be a valuable resource.

**-Sponsorship Package Updates:** There is an updated sponsorship opportunities information booklet with packages to accommodate all needs. There are various tiers with the different benefits that are offered to sponsors and businesses. Donors are encouraged to come and be part of the events.

## **OLD BUSINESS:**

**-Winter Bathroom Options (Nov-Mar):** This accommodation is being investigated and it is likely that facilities will be available at some of the busier parks in the future with some being portable toilets. We recognize this is a concern of residents and we are making this a goal to figure out a solution.

**-Lehigh Valley Cricket Club:** Meetings have occurred between the Parks and Rec team and LV Cricket Club to come up with a game plan to move forward with the needs of the Cricket Club.

**-SPYA Ball Wall(s) Project:** The project is moving forward with appropriate specifications and certifications that need to be conducted. The township is committed to making this a quality construction that can last for years to come.

**-Tennis Court Follow Up:** Preliminary meetings have occurred to look into the request for additional tennis court venues in the township. Ryan will report back in April about updates as they continue the inventory and research process.

**-Ricky Park Resident Concern Follow Up:** Ryan plans to make connections with the residents who had concerns about some of the sidewalk issues, signage, and plans to sit down and talk with them more about the concerns that were brought to our attention.

## **NEW BUSINESS:**

**-Park and Recreation Board Member Letter of Resignation:** *A motion was made by Matthew Bernard to accept Jason Krier's resignation letter. Neeraj seconded and all approved.*

**-Kaybrook Ribbon Cutting Event Planning (May 9th- Movie in the Park):** "Toy Story 4" will be the first Movie in the Park this season and Ryan has reached out to Kaybrook pool as well as other local parking lots to help accommodate the event planning in a small sized park.

**-Hassen Creek Trail/ Loop Marking:** Residents have expressed concerns about Hassen Creek Trail needing upgraded signage/tree markings.

## **COURTESY OF THE FLOOR:**

## **ADJOURNMENT:**

-Neeraj made a motion to adjourn at 7:55 pm, Matthew seconded, all agreed.

-Next month's meeting is scheduled for Thursday April 17th, 2025, at 7:00PM at the Township building.

Matthew Bernard- Chair

April Navarra- Vice-Chair

Jaelyn Svetcov- Secretary

UMT Parks and Recreation Board