

Macungie Memorial Park
Board Meeting Minutes
April 25, 2017
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Call to Order: Brian Nagle called the meeting to order. Advised the meeting is being recorded.

Board Attendance: Brian Nagle Fred Wieder, Amy Hillegass, Alan Printz, Kevin Wieder
Not in attendance: Debbie Young

Visitors: Karen Holt gave thank you for help with the bingo held at Memorial Hall to support Friends of Macungie Institute.

Review of Minutes: Debbie Young noted error in April, 2017 Minutes. Treasurer report stated that no dollars have been placed in Annuity Fund. Correction is that no dollars have been placed in Endowment Fund or Rainy Day Fund.
Alan Printz made motion to accept Minutes as corrected, Fred Wieder second. Debbie Young abstained. Motion approved.

Correspondence: Lehigh Valley Kennel Club provided a \$200.00 donation which will be placed in the Endowment Fund.

Building and Grounds Technician: Gary Arndt started employment April 10, 2017.
Maintenance Report provided for review.

Amy Hillegass reported that Gary was not able to attend meeting. He seems to have good variety of maintenance experience.

Amy reported that work is being done in the pool pump room by Woods' Pools. Gary is installing new electrical breakers for the additional power lines that will need to be run to give power to the new pumps. Cement needs to be poured into the deck area that was cut to access water lines and expansion of deck area where new sliding board will be installed. Pool needs to be painted before starting to fill.

Treasurer Report: Financial reports for month of April, 2017 provided for review.

Amy reported miscellaneous income includes reimbursement from swim team in 2017 for their 2016 payroll expense, payment from insurance company for the 2 different property damage claims.

\$10,000 payment has been given to Woods' Pools as partial payment for pump room and drain line replacements. To date \$40,000 has been paid to Woods' Pools. An approximate minimum of \$10,000 will be due upon completion of pool pump room and drain line replacement.

Current Savings account balance is \$71,000.

No dollars have yet been placed in Endowment or Rainy Day Fund.

Purchase was made for reflective covers which were placed over the guard posts that were installed near the gas meters, free of charge by a UGI contractor.

Howard's Refrigeration was called for work two different times for freezer in Memorial Hall and refrigerator at Refreshment Stand.

Updated Capital Budget report was provided for review.

Fred Wieder made motion to accept Treasurer's Report, Kevin Wieder second. Motion approved.

Fesch Report: 963 vehicles are registered, 258 ½ flea market spaces are sold. Correspondence went out from Ontelunee and Park to Flea Market Vendors regarding moving from the lower Lehigh Street field area. It is a combination of opportunity to expand BBQ Cook Off, perhaps prime parking area and to consolidate flea market vendors to prime areas of the Park.

Sponsor requests are being worked on.

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Pool Report: Alice Welsh was not in attendance.

Amy reported that Bears Swim Team sign up is scheduled for downstairs of Memorial Hall on April 27. Alice had previously stated that she will coordinate volunteers to paint the pool. Paint has been ordered. Brian Nagle requested that LCA be contacted to verify safety of the product being used to clean pool before painting. Amy is meeting with a representative of PoolPro to review options for their seasonal pool service agreement. Amy has been communicating with company where pool sliding board is being purchased from regarding payment and paperwork to be completed to place the order. Liability Waiver was provided by sliding board company, which must be reviewed and signed before purchase can be completed. Alan Printz offered to review and sign the waiver.

Manager's Report: Amy reported that e-mail communication with Board Members regarding trimming or cutting down the large tree at Lehigh Street entrance resulted in 2 to cut tree down, 1 to not cut down. Voting was based on an analysis report provided by Myster Tree Service regarding condition of the tree. Fred Wieder made motion to have volunteers cut down the tree at Lehigh Street entrance, Debbie Young second. Motion approved. Brian Nagle requested additional trees be planted in the area.

Approval was given from Donald and Debbie Young to purchase new mats for the bottom of playground slides with funds from Playground Account.

Pool bathroom stalls are being ordered at price of \$4,550. Volunteers have offered to install the stall walls and doors.

Insurance claim filed for damage to spouting, lights and lines on Main Street side of Memorial Hall has been completed, check in the amount of \$7,840 after \$1,000 deductible has been received. Repairs are in the process of being completed.

Main coils in the heater in basement of Memorial Hall had cracked. Jeff Erb was contacted for help with analysis. He recommended contacting Comfort Generation of Emmaus to analyze the damage. It was determined that the cracked coil was covered under warranty. There will be a bill for time and material for additional repair needed to the unit.

Met with John Karmazyn of Revive Power Wash. He offered to pressure wash playground equipment and trying to remove graffiti in pavilion areas at no cost.

Amy met with Lehigh Valley, Berks and Pocono Kennel Club members to discuss future shows. They requested to pass on their appreciation that we maintain beautiful park and allow dog events in the Park.

Was contacted by a local family who has interest in completing Eagle Scout project within the Park. The father provided proposed drawing of a gazebo to be placed inside the pool fence. Work would be completed for the 2018 season.

Great American Clean Up was April 22. Scouts worked along creek areas leading to Park. Volunteers of Michael McCready, Jeff, Audrey Erb and daughter and Fred Wieder provided time to clean up garden beds throughout the Park and pool.

18,500 of Park Newsletters have been mailed to local zip codes.

Brian opened discussion regarding Capital Budget expenses. \$15,000 was approved in Capital Budget for pool pump room repairs. Total pump room expense is estimated to be \$50K to \$52K. There is currently \$70,000 in savings. Approval was given by KeyBank to re-open existing Line of Credit. \$10,000 was pulled from the Youth Association account to go toward pump room repairs. Agreed that line of credit will not be touched unless necessary. Amy advised that pool membership will be coming in soon to help build savings. Money will not be put into Endowment or Rainy Day Funds until further assessment after major show times.

Tennis Report: No report provided.

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Old Business: Brian is completing Lehigh County Tourism Grant application for a site master plan.

New Business: Brian reviewed communication with Alice regarding where funds will be obtained for purchase and installation of pool sliding board. Doris Horner approved providing \$3,600 for the sliding board from the 4th of July account, which would be leaving \$1,000 in the account.

Diane Angiermier stated the need for volunteers at future events.

Meeting adjourned.

Next meeting: Tuesday, May 30, 2017.