

Macungie Memorial Park
Board Meeting Minutes
March 28, 2017
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Call to Order: Brian Nagle called the meeting to order. Advised the meeting is being recorded. February meeting was cancelled due to Board Member availability.

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

Visitors: Joe Lettera of Boy Scout Troop 86 Scout presented Eagle Scout Project plan to refurbish memorial benches, brick decking and flower bed located at Walnut Street baseball field. Work would be done before August of 2017. He will raise funds and donations to complete the project. Board of Directors gave approval. Documents were signed.

Review of Minutes: Fred Wieder noted correction to January, 2017 Minutes to correct name Doug Luey to Doug Jackson and correct Memorial dedicated to Doug and Jeremy August. Brian Nagle noted correction to deadline for grant application is May 6. Alan Printz made motion to accept Minutes as corrected, Fred Wieder second. Motion approved.

Correspondence: None reported.

Building and Grounds Supervisor: Baret Byler provided a report for review.

Interior door frame to walk in freezer in Memorial Hall has been repaired. After restarting, found repairs were needed to pump. Howard Refrigeration was called.

Doug Swink of Smitty's Fries is volunteering time to replace electric panel that is required to be completed after insurance company inspector found old panel. He will also replace two outlets that his trailer uses when he is a vendor on grounds during shows.

Refreshment stand bathrooms are in process of being refurbished. Help will be needed with replacing ceiling tiles in bathroom.

Outdoor water lines will be opened soon.

Pool pump room new equipment is being worked on. Concrete pad is being prepared on deck for when new sliding board is ready to be installed.

Amy Hillegass reported that UGI was called because of smelling natural gas outside of Memorial Hall. UGI found and repaired two leaks. Two gas meters located in basement "boiler room" area that have not been connected for many years were removed by UGI. No expense to Park. UGI rep stated they would send a sub-contractor to install guard posts at meters.

Amy reported that storm of February 25 resulted in a large portion of tree, that is located inside of entrance from Lehigh Street, broke off. Decision needs to be made about what to do to the damaged tree. Direction was given to contact arborist to analyze tree condition.

Treasurer Report: Financial reports for months of February, 2017 and for month of March, 2017 were provided separate for review.

As of February 28 the balance of main savings account was \$74,417.

Based on e-mail communication the Board of Directors on February 21, 2017 it was approved to complete repair to drain line and replace main pool pump room equipment

\$10,000 was transferred from Youth Association account to assist with payments due to Woods Pools for work to be done in pool pump room and drain line. Board agreed that \$10,000 does not need to be returned to Youth Association Account. \$800.00 was left in the Youth Association account. \$30,000 has been paid to Woods' Pool to date. An approximate additional \$20,000 will be due to Woods' Pool for repair of drain line and pump room equipment. Additional dollars will be due to Woods' for placing a water line, grounding line and addition to the existing deck to have more deck space when new sliding board is in use.

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As of March 28, 2017 the balance of main savings account is \$80,167.

To date, no certificate of deposits have been purchased, no dollars have been placed to annuity fund to keep dollars available if needed since large expenses are going to pool repairs.

Had meeting with KeyBank to confirm that we have an open line of credit in amount of \$50,000 which is available at 3.75% through 2017.

Kevin Wieder made motion to accept February and March Treasurer's reports, Alan Printz second. Motion approved.

Fescht Report: 893 vehicles are registered, 233 ½ flea market spaces are sold.

Sponsor requests are being worked on. Basic information flyer will soon be published with intent for placement at turnpike rest areas, visitor bureau and local businesses. Detailed program flyer will be completed when entertainment is finalized.

Fireworks agreement with Celebration Fireworks has been signed. Permits are being applied for. Vehicles awards have been selected.

Fred Wieder reported that there were 49 more vehicles and 36 more vendors registered last year at same time.

Pool Report: Alice Welsh stated she has been told pool needs to be painted for 2017 season. She set up dates in May for swim team parents to help with painting. Dates set up are Saturday of Mother's Day weekend and weekend after. Alice asked if permission is needed to build benches which are to be sponsored to raise funds, or to have contests to win front row parking in parking. Asked if permission needed to raise price of product sold in refreshment stand. Brian Nagle stated permission would not be needed. Advance knowledge is needed for request of increase in pool payroll prior to budget discussions. Major capital expenses need approval.

Fred Wieder requested that after the 2017 season an annual report will be provided showing both income and expense of pool refreshment stand.

Bathroom stalls at men and women swimming pool bathrooms will be purchased as Capital Budget item. Chris Becker has offered volunteer time to install.

Manager's Report: Amy thanked Fred Wieder and Dave Saylor for continuing to work on converting skate room to office. Electrical work needs to be completed before able to finish.

Thank you to Fred for helping with snow clearing after March storm.

Gary Arndt has been hired as Maintenance Technician. He will be starting employment April 10, 2017. We have requested he come prior to observe when we are opening outside water lines to learn layout of lines to bathrooms, refreshment stand, pool, pits, etc.

In process of soliciting sponsors, writing articles, working with printer and post office for completion of annual newsletter.

Property damage claim was filed for ridge and fascia which was blown off Shaeffer/Wendling pavilion. After \$1,000 deductible was applied to estimate provided by insurance adjuster, claim check in amount of \$115 was received.

Property damage claim was later filed for spouting which fell on Main Street side of Memorial Hall from storm of March 14. Lights above side entrance doors were damaged, phone cable line was pulled away from building, the covers to downstairs air conditioner units were damaged. Amy provided photos to the company's insurance adjuster, Fred talked with contractor who had recently installed the spouting to be sure it is installed correctly, to avoid same in future. There was also discussion about adding heat tape when gutter is being replaced. Amy requested estimates from contractors for repairs needed, which will be sent to adjuster.

Great American Clean Up is scheduled for Saturday, April 22. Help is requested.

Norman Schantzenbach and Amy met with Coca Cola representatives to discuss trying to sell Coke products in bottles, instead of can. Additional profit would be made per bottle sold, versus per can sold.

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Tennis Report: No report provided.

Old Business: None reported.

New Business: Brian Nagle reported that he met with Wildlands Conservancy to obtain help with completing grant application for County Tourism Grant. Application will be for having a master site plan prepared to help develop long range plans for Park.

Diane Angiermier stated the need for volunteers at future events.

Chris Becker advised that Borough Council meeting on April 18 will have proclamation for Dave Saylor's volunteer time given to Macungie.

Chris was provided release date from PennDOT for work staging on Main Street to be first through third week of August. He will work on possible change in dates.

Fred thanked Chris Becker for donating product needed for installing drop ceiling in new office space.

Meeting adjourned.

Next meeting: Tuesday, April 25, 2017.