



## Upper Mount Bethel Township

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### UPPER MOUNT BETHEL TOWNSHIP PARKS/RECREATION BOARD MEETING MINUTES THURSDAY, AUGUST 8, 2024 – 7:00 PM

#### PART I

Stavros Barbounis called the meeting to order at 7:05 pm.

The Pledge of Allegiance was recited.

Present were, Stavros Barbounis, Karyn Pinter, Sharon Cerny, April Pinto, Recording Secretary Cindy Beck, and Liaison Cori Eckman.

#### PART II (Parks & Recreation Board Administration)

1. Approval of the Agenda-**MOTION** by April to approve the agenda, seconded by Karyn. Vote: 4-0.
2. Approval of Minutes
  - a. July 11, 2024 Meeting Minutes-**MOTION** by Karyn to approve the July 11, 2024, meeting minutes, seconded by April. Vote: 4-0.

#### PART III

1. Announcements
  - a. Moonlight & Magick Market-Stavros stated this event has been cancelled for this year but they will be revisiting it for next year.
2. Governance
  - a. Anthony DeFranco Resignation-Stavros stated that the Board of Supervisors have already accepted Anthony's resignation but he would like to follow suit and have the Parks/Rec Board to accept it. **MOTION** by Karyn to accept Anthony's resignation, seconded by Sharon. Vote: 4-0.
  - b. Ordinance & By-Laws-Stavros gave a recap of events related to the by-laws and ordinance. February 2023, the BOS voted and accepted the updated by-laws, an amended Ordinance was not adopted at this time. July 2023, Stavros stated that the last effective Ordinance of 2010-01 was 5 members. Stavros began writing an updated Ordinance but was it was never brought before the BOS for review. Therefore, the last Ordinance is still in effect, and the updated by-laws are not in effect. The by-laws that were drafted described the treasurer's functions, which also are not in effect.

Stavros stated that they will need to go back to following the effective Ordinance/By-laws on voting on expenses, which will be done by a quorum of the Board through email or meeting. April stated that this has caused an issue with the sporting programs. April stated that Stavros made a decision, without any other board member approval, that she is longer allowed to approve sporting expenses, that it has to be done by a vote. Stavros stated that the by-laws that are in effect, the entire board has to vote. Email votes go against the law. Marty Pinter stated that they had it set it (email votes) because it was not taxpayer funds, it was self-funded. April read the motion that was put forward, voted on, and approved at the June 8, 2023, meeting:

“There was a discussion on email approvals, can there be a point person for expense approvals, provided the funds are available. **MOTION** by Stavros, for operational expenses required by UMBT sports programs, can be approved by the Treasurer, provided the program itself has the available funds to cover the expense and then the expense would be captured in meeting minutes, seconded by Karyn. Vote: 5-0.”

Supervisor Albert stated that their by-laws should be reviewed every couple of years.

April stated that she disagrees with the decision that Stavros made, a motion was made, voted on, and approved. Stavros stated that within two (2) weeks, he should have a revised ordinance and by-laws to be presented to the BOS for approval. **MOTION** by April to continue with the motion, vote, and approval of the June 8, 2023, meeting minutes, for sporting programs expenses only, seconded by Karyn. Discussion: Karyn just wants to make it clear, this is for sporting Programs expenses only. Vote: 4-0. Stavros will be sending out all the material, which will include the old Ordinances/By-laws, and the revised Ordinance/By-Laws to be reviewed.

- c. Letters of Interest-Stavros stated that only one letter of interest was received. Stavros read Orion Barbounis' s letter of interest. **MOTION** by Karyn to accept Orion's letter of interest to become a member of the Parks/Recreation Board, to finish Anthony DeFranco's term, which is up December 31, 2024, seconded by Sharon. Vote: 3-1. Stavros abstained. The Parks/Rec Board will submit their recommendation to appoint Orion Barbounis.

### 3. Recreation Fund & Budget

- a. Revenue/Expenses Reporting-April stated the bank balance is \$47,185.56.

### 4. Sports & Recreation

- a. Travel Softball Program-Emily Kline stated that they are not having the travel program anymore and asked April to refund all monies. Stavros asked if there was a reason why, was it logistics/the process, etc. Emily stated a little of everything. They were only trying to

do more for the kids but it turned into a real big thing. Karyn stated that when she made aware of the program, she had questions, which were answered. Karyn stated that it would be beneficial to have all the information laid out prior to approval of the program, she wasn't sure what she was voting on. Stavros stated that his concerns were the liabilities of a travel team. April stated that because the Board took so long to vote/approve the funds for the program, they decided to go elsewhere. Karyn stated that a follow-up email stating this needs approval would have been beneficial. Marty Pinter suggested that in the future, have a process, if something new is being proposed. Stavros stated that he was not aware of the program until a vote was called for an expense. Stavros stated he would like to see more programs like this in the future. Stavros will create a procedure for new sports programs.

- b. UMBT Softball-April stated the ending balance is \$3,445.53, which included the approval of \$210 for t-shirts for the championship girls. Karyn stated that going forward, whether it is a full UMBT or not, she recommends recognizing any championship team.
  - c. UMBT Field Hockey-Emily gave an update on her program, which included YTD financials, and a request for approvals on the following items: 2-goal cages, 1-coach Jersey, 2-boxes instant cold packs, coaches' gifts, players metals, 6<sup>th</sup> grader gifts, NJPA Hockey League Play Day t-shirts, referee fees for the season, and petty cash for gear sale. Total for approvals- (estimate) \$3,146. Balance as of today-\$8,954.96, remaining funds after approvals-\$5,808.96. **MOTION** by April to approve expenses, seconded by Karyn. Vote: 4-0. Emily would like to give a shout out to the guys who line the fields and to the shop guys (Troy) for repairing the goal cages that got vandalized. Practices are Tuesday & Thursday, 8/13-10/29, 5:30-7. Pavilion rentals 8/13 & 10/29. Games are Sunday afternoons, 9/8-10/27.
  - d. UMBT Basketball-Karyn gave an update on the upcoming season. Karyn will work with April on setting up RecDesk. Registration to open early September and close by the end of the month. Karyn will begin relinquishing her duties and passing them on to someone else. Fund balance is \$4,150.00, with one more donation check coming in.
  - e. UMBT Winter Softball Clinics-no discussion.
  - f. UMBT Volleyball-no discussion.
5. Park Development
- a. New Softball Fields-Karyn provided a sketch of a softball field. For the outfield fence, she has found that 200'-210' is a good distance, which is the only thing that is variable. Stavros stated that part of the Parks' master plan is to have two softball fields. Karyn is going to write up the recommendations and send them to Nick.
  - b. Park Bathrooms Update-Park bathrooms are finished and open.
  - c. Park Pavilion Update-The park pavilion is finished, with the exception of the security system and internet, which Stavros will be installing. The

internet will be tied to a hot spot, which will give us the ability to charge for internet.

- d. Dugout Banners Fundraising-Ads on one side only. 36 spaces will be available at Echo Lake at \$100 a space. Stavros will create form.

6. Community Engagement

a. 2024 Event Planning

- i. Food Truck Festival & Craft Show-August 24<sup>th</sup>, 11am-4pm. Sharon stated that she currently has 12 food trucks, possibly 3 more coming, crafters about 10, cutoff date for vendor applications will be 8/17. Sharon needs posters for advertising. ParksRec will have a booth.
- ii. Veterans Day-November 9<sup>th</sup>, donation for the fireworks has been secured. Trevor McDanolds and Joey Tietz stated that they wanted to attend tonight's' meeting to let the Board know that they can provide professional fireworks. Stavros stated that a contract with Celebration Fireworks has not been signed as of yet. Stavros asked them to give him an idea of what they can do. We still need to look into food trucks for the event.

**PART IV** (Public Comment)

**PART V** (Adjournment)

**MOTION** by April to adjourn the meeting at 9:15 pm, seconded by Karyn. Vote: 4-0.

*Respectfully submitted by Cindy Beck-Recording Secretary*