

Manheim Township Parks & Recreation Board

**MONTHLY BOARD MEETING MINUTES**

**December 5, 2012**

- I. The regular meeting of the Manheim Township Parks and Recreation Board was held in the Blue Room of Stauffer Mansion, Wednesday, December 5, 2012. Chairman Bohan called the meeting to order at 6:30 PM. In addition to Chairman Bohan, board members present included Dumser, Keene, Lee, Miller and Walz. Mr. Hillard was excused. Also present was Recreation and Park Planning Director Earnest and Public Works Director Neff. Guests attending the meeting: Larry and Kaye Pulkrabek, 230 Eshleman Road, Lancaster, PA 17601.
- II. **Review and Approval of Parks & Recreation Board Meeting November 7, 2012 Minutes** – Mr. Walz made a motion to approve the minutes of November 7, 2012 as written. This motion was seconded by Mike Keene and approved unanimously.
- III. **Treasurer's Report** – No report.
- IV. **Committee Reports:**
  - Facilities*** – Mr. Keene reported on the status of the LASA project in the area parallel to Landis Run. He reported that it has been “cleared” beyond recognition. Most areas from the path to the cleared areas range from 0 to 5 feet. Mr. Keene stated that through coordination with LASA (to repair) and utilizing the Park Planning Grant that we were awarded this area will be rectified. Chairman Bohan questioned (Directors Neff and Earnest) if LASA had to submit any type of plan (to the Township) before they cleared the area. Director Earnest explained that it was LASA’s right-of-way. Chairman Bohan asked whether a letter should be drafted (by the Board) to submit explaining what was done. Director Earnest asked Director Neff if he was contacted prior to the clearing. Director Neff stated he had been and shared the history of this area. Restoration plan is reseeding and replanting. Director Earnest explained that she spoke w/ Matt Leisses (Environmental Engineer with Bucharth Horne) regarding additional grant monies that may be available for the restoration of this area and she will invite Matt to attend a future meeting.
  - Personnel*** – Vice-Chairman Lee had no report, commenting that we are full staffed.
  - Program*** – Mrs. Miller reported that a Program Committee Meeting was held and also presented the Winter 2013 Activities edition.
  - Public Relations*** – Chairman Bohan had no report. Chairman Bohan stated that he will be following up with Ted Simpson’s proposal to the Board (that was presented at the September meeting).
  - Finance*** – No report.
  - Youth Sports Committee*** – Vice-Chairman Lee had no report.
- V. **Director's Report** – Director Earnest stated that it was enclosed within the package. Director Earnest shared that she will be meeting with Commissioner Martin at the Library to discuss possible changes at the Library Café and also Library room reservations. Director Earnest reported that the fee schedule was adopted as presented. The Subdivision Land Development Plan Ordinance also was passed as presented. Director Earnest reported that the Dutchland Derby group has requested serving alcohol at their derby bouts. According to our solicitor, it is legal to serve in a tent (outside) as long as the tent is located on golf course property. Keares has been contacted and would be interested in serving the alcohol. Director Earnest further explained that Dutchland is possibly looking to move from utilizing our facility to Spooky Nook Sports (phase two), adding that if the alcohol sales option is permitted at the OAC they may remain. Director Earnest commented that this group (Dutchland) helps sustain the OAC through their annual group rental. Mrs. Miller commented that she thought there should be a trial period. Director Earnest stated that she discussed this item with Commissioner Martin and it will need to be presented on the Commissioner level.

Mr. Walz asked where cell phones can be recycled. Director Earnest explained that cell phones recycle boxes are located here at Stauffer Mansion, the Municipal Office and also at the Library.

Vice-Chairman Lee asked if a schedule for the Athletic Complex could be made available to the public (possibly through Google Calendars). Director Earnest stated that she will see what she can do about getting the MTAC facility reservations onto the Township website.

(Continued)

**VI. Liaison Reports**

Overlook Community Foundation Report – Chairman Bohan reported that a motion was made to move forward on CIP Projects for lighting, security and drinking fountains (2) at the site. Brief discussion on parks vandalism.

Commissioner's Report – In Commissioner Martin's absence, there was no report.

School Board Report – Mrs. Miller stated that a report (agenda) was enclosed. Additionally, Mrs. Miller shared that a reorganization meeting was held (nothing changed).

Boettcher House Museum Board Report – Mr. Keene reported that the minutes of the last meeting were enclosed. Mr. Keene reported on the Veteran's Day program that was held.

Pathway Committee Report – Director Earnest reported that there is a meeting planned for Friday, 12/7 (w/ School District on Nitrauer property).

MT Dog Report – Mr. Walz' reported that the group's last meeting minutes were enclosed. Chairman Bohan commented that he was glad that the communication lines have been established. Mr. Walz reported also that the advertising concept letter has not been approved yet and he will present when it is approved. The water line project will be complete within the next few weeks. Public Works Director gave a brief update of the project. Discussion was held regarding the location of the faucets. Park needs a master plan.

Habitat MT Report – Minutes enclosed. Director Earnest reported that the 12/13 meeting has been cancelled and meetings will resume in January.

**VII. Action Items**

A. Election of Officers – Vice-Chairman Lee asked if there were any additional nominations. With none, Vice-Chairman Lee made the motion to accept the slate of officers as presented. Mrs. Miller seconded this motion, to all ayes. [2013 Officers: Jim Bohan – Chair; Ray Lee – Vice-Chair; Glenn Walz – Treasurer and Lynn Miller – Secretary]. Vice-Chairman Lee commented that the duties' description for the Secretary is non-existent and if Mrs. Miller wanted to create one she could. Discussion held on duties of Treasurer and Mr. Walz' getting information and report on Parks Capital account. Director Earnest and Mr. Walz will sit down with Dawn Stratchko, Township Finance Officer.

Director Earnest presented an idea to create a scholarship fund for activities. This account would be set up by the Township.

B. By-Laws Update - Mr. Keene reviewed the proposed by-laws changes. Section 5. All officers must have served one (1) year prior to serving as an officer. This item will be (re)presented at the January meeting.

C. Dutchland Derby Bouts – Request for Alcohol – Mr. Keene made the motion to pursue the consideration of serving alcohol at derby bouts. Mrs. Miller seconded this motion with all ayes. This item will be presented on the Commissioners' level and will then return to the Parks & Recreation Board.

**VIII. Discussion**

**A. Old Business**

Director Earnest reported on Stauffer Mansion Holiday Open House. 305 attended the event.

**B. New Business**

None.

Vice-Chairman Lee asked Director Earnest if she had been contacted by Lanco Field House about a Senior Games event. Mike Logan contact.

**VIII. Correspondence** – None.

**IX. Public Comment** – None.

**X. Adjournment** - The meeting was adjourned at 7:55 PM.