

Manheim Township Parks & Recreation Board

**MONTHLY BOARD MEETING MINUTES**

**Wednesday, May 1, 2013**

- I. The meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Wednesday, May 1, 2013. Chairman Bohan called the meeting to order at 6:30 PM. In addition to Chairman Bohan, board members present included Dumser, Hillard, Keene, Lee, Miller and Walz. Also present was Recreation & Park Planning Director Earnest, Public Works Director Neff and Commissioner Martin. Guests attending included Chris Yates, 330 Powell Drive, Lancaster, PA 17601, Bob McCartney, 326 Powel Drive, Lancaster, PA 17601, Shirley Buehler, Nicholson Square Drive, Lancaster, PA 17601, Joe Loccisano, Jessica Gordon, 358 Powell Drive, Lancaster, PA, Candie Kowersh, George Snyder and Harry J. Kobron.
- II. **Review and Approval of Parks & Recreation Board Meeting March 6, 2013 and April 3, 2013 Minutes** – Mrs. Miller accepted the motion to approve the March 6, 2013 Minutes as written. The motion was approved unanimously. Mrs. Miller made the motion to approve the April 3, 2013 Minutes as written. Mr. Hillard seconded this motion. The motion was approved unanimously.
- III. **Treasurer's Report** – Mr. Walz had no report.
- IV. **Committee Reports:**
  - A. ***Facilities*** – Mr. Keene reported that he has started the park reviews and observations. Mr. Keene will forward observations (pictures) to Recreation and Park Planning Director Earnest for her to forward to maintenance department. Mrs. Miller questioned if Mr. Keene needed help in reviewing parks, suggesting that board members could “adopt” a park. Mr. Keene explained that this process was used in the past. Mr. Keene suggested that if someone sees something that needs reported within a particular park to notify Director Earnest.
  - B. ***Personnel*** – No report.
  - C. ***Program*** – No report. Director Earnest shared that the summer Activities Edition will be going to the printer on Monday (5/6). Chairman Bohan asked if this was later than usual. Director Earnest stated that Friday (5/3) would be nice, but Monday is fine.
  - D. ***Public Relations*** – No report. *Copies of Overlook Dog park news articles included in this month's packet.*
  - E. ***Youth Sports*** – Vice-Chairman Lee reported that the Red Rose Classic (youth soccer) Tournament will take place this weekend. Director Earnest stated that the tournament will take place at Foundation and MTAC fields.
- V. **Director's Report** – Recreation Director Earnest reported that her report was included within the packet and asked if anyone had any questions upon their review. Director Earnest reported on the update to the Master Site Plans project. The Certificate of Title paperwork has been received from our solicitor (Bill McCarty). It is anticipated that the contract with YSM will be received by the end of this week. Director Earnest explained that we received a waiver from the Department of Conservation and Natural Resources (DCNR) authorizing us to contract with YSM. Director Earnest stated that she is currently working on putting together the Study Committee which will include some (MTPR) board members and also some members from the community.

Chairman Bohan questioned if there was a demand for more garden plots. Director Earnest explained that we are currently taking a waiting list and will access at the end of the season to see if more are needed next year. Chairman Bohan asked how the attendance/participation was for the Pickleball Tournament. Director Earnest reported that forty (40) people participated, adding as far as the state of North Carolina. The tournament was age appropriated.
- VI. **Liaison Reports**
  - A. ***Overlook Community Foundation Report*** – Chairman Bohan stated that the minutes from the last meeting were enclosed. Chairman Bohan shared that “things are moving along nicely with the Stoner House”. Mr. Keene shared that there would be an Open House at the Stoner House on Sunday (5/5) from 1-4 PM. Chairman Bohan stated that security lighting at Destination Playground will be operational soon. Public Works Director Neff reported that work has begun on this project and it is going well.
  - B. ***Commissioner's Report*** – Commissioner Martin had no report.

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**C. School Board Report** – Mrs. Miller reported that information was included within the packet. Mrs. Miller reported that everything was passed. Mrs. Miller reported on MTSD Food Service presentation that was given at the board meeting. The State has informed the district that the basic daily lunch fee must be raised (mandate). A fruit and a vegetable must be served. If fruit and vegetables are not eaten, there is a recycling box to put them in. Mrs. Miller stated that the recycled fruits and vegetables are then donated to a charity organization (i.e., Water Street Rescue Mission). She further explained that not all school districts have a catering business (that is profitable) and MTR & PP has been a great support of this service.

**D. Boettcher House Museum Board Report** – Meeting minutes were enclosed within the package. Mr. Keene shared that Clair Garman presented a program at the Boettcher House on “The History of the Chair” (4/14).

**E. Pathway Committee** – Minutes enclosed. Mr. Keene reported on a 2.2 acre lot that is located behind Schaeffer Elementary. This parcel is maintained by Manheim Township. Mr. Keene explained that there is a fence (w/ barbed wire top) along Friendship Avenue that is blocking access. Mr. Keene stated that the School District has been contacted by Director Earnest to see if they would like a path put through the wooded lot.

Mr. Walz asked what an HOA was. Director Earnest stated that this acronym stands for Home Owner’s Association.

Chairman Bohan shared that Reese, Lower, Patrick & Scott are documenting wildlife along path.

**F. MT Dog** – Mr. Walz had no report and stated that their meeting is next week.

**G. Habitat MT** – Minutes were enclosed.

Director Earnest asked if any board members were interested in volunteering at this year’s Great PA Cleanup event that will take place on Saturday, May 5 at Community Park. Currently, Mr. Keene is coming. Also, Commissioner Martin and Director Neff. Director Earnest reported that the Alcoa group has donated \$3,000 and we currently have over 40 volunteers.

**VII. Action Items**

**VIII. Discussion**

A. Old Business

1.) Nicholson Square Parking Complaint – Chairman Bohan stated that the Commissioners are looking for a recommendation on this item. Director Earnest gave a brief review of this issue. Nicholson Square Fence Petition summary distributed. Director Earnest stated that the pro/con ratio portrayed on the map is roughly 50/50. Director Earnest updated changes on summary. Chairman Bohan explained that designated parking areas had been established and were relayed to all sports groups using fields (by staff). Chairman Bohan stated that his concern is that he is not sure that a fence will rectify the problem. Mrs. Miller stated that she is in agreement with Chairman Bohan in that she is not sure either if a fence will fix the problem. Director Earnest explained that as the Youth Sports Manager, Terry Hildebrand, who attends the meetings of all Youth Sport groups within the Township, does relays facility parking information to the sport groups and renters who utilize this facility. In addition, Sports Manager Hildebrand is asking youth sports groups to also notify visiting teams to give them this information as well.

Public comments were entertained at this time.

**George Snyder:** Oppose fence. Asked if signs could be erected along Nicholson Square Drive designating that area is for residential parking only and violators would be ticketed. Chairman Bohan stated that this suggestion can be forwarded to the police department. Mr. Keene stated that in addition to field patrons that this would also prohibit family/relatives visiting home owners along Nicholson Square to (be legally) parking there also.

**Bob McCartney:** 326 Powell Drive. Current sign along road, “No Soccer Parking”. People will ignore this unless relayed by Soccer Club. Not sure how parking would be stopped on a public street.

**Chris Yates:** 330 Powell Drive. Reason he bought his house were for the surround amenities that he would be utilizing every week. Oppose fence. Liability issues for people climbing over fence (if built). Installing fence would depreciate value of house.

**Judy Mase:** Nicholson Square Drive. Favor of fence. Selling her property next year and fears that will not sell due to no parking. People are utilizing the cul-de-sac as a “drop off” point.

Chairman Bohan reiterated to all guests in attendance that the Board understands that this is a legitimate issue and the board will continue to monitor and propose a remedy to this situation.

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Mr. Yates suggested that fields be rotated.

Mrs. Miller asked if a "Do not park here" note can be placed on windshields of illegally parked cars. Chairman Bohan stated that suggestion could be investigated but he feared that residents might have the pieces of paper in their yard and then that would become an issue.

Chairman Bohan entertained a motion to recommend to the Commissioners. Mr. Lee made a motion that, at this time, erecting a fence is not a viable resolution to the issue and the Parks & Recreation Board and staff will continue to monitor and work with the youth sports groups and other users to rectify the parking issue. The motion was seconded by Mr. Keene.

Jessica Gordon: Walking through the park, heard players policing themselves (about illegally parking).

The motion was approved unanimously.

Chairman Bohan stated that Foundation field use is scheduled by the Soccer Club.

## B. New Business

1.) Excentia 5K Closure – Director Earnest explained that Excentia 5K had requested use of Overlook Community Campus on 11/9 9-11 AM (or 1 PM). They are requesting that the surrounding roads be closed for the event. Director Earnest asked the Board's opinion on this request. Mr. Lee shared "Jingle Bell Run" details (use Granite Run) where main arteries are not closed during the event (Fruitville Pike). Director Neff stated that the Jingle Bell Run uses the west side berm of the road and is a very wide portion of road. He continued by saying that Township's pathways are only 22 feet. Director Neff stated that when the Township sponsored the Fall 5K in the past, the roads within the campus were not considered state roads.

Mr. Keene made a motion of recommendation to not allow the closing of the roads, as the paths can be used for the event. Mr. Hillard seconded this motion. The motion was approved unanimously.

2.) Pathway at Schaeffer Park – Discussed previously.

3.) Discussion: Destination Playground Lighting, Trees & Mound Removal – Director Neff reported on the security lighting installation project. There are five (5) lights that are twenty feet (20') high and will be placed around the circumference of the Destination area. Additional timed lighting is being installed around game areas, (i.e., Bocce courts, pavilion area, etc). He reported that additional lantern type lighting will be installed as well. This project should be completed within the next few weeks. Seventy (70) trees will be installed in the fall. Also, the mounds will be removed. Chairman Bohan suggested that this information be shared with Township residents. Mr. Keene asked when the spring horses will be repaired. Commissioner Martin asked Director Earnest if she would report on vandalism (on a monthly basis) adding that it would be helpful for the Commissioners to know. Director Earnest stated that she could do this.

Chairman Bohan discussed the possibility of creating a fields committee. Think about if this committee would replace the Youth Sports committee or a sub division of this committee. Chairman Bohan explained that an e-mail will go out regarding this and everyone should share their thoughts. Would this committee be doing what our staff is already doing? Mr. Keene asked what Kelly Wells does? Could she be utilized to promote? Director Earnest explained that, currently we market the Mini-Golf Course, the Activities Center and the pools (minimal). Mrs. Miller shared that John Loose is still the Assistant Principal (High School) but the District did hire a Dean of Students. Mr. Loose has taken over primary duties of the Athletic Director. Director Earnest stated that Kelly Wells has done very little marketing for the Recreation Department since she arrived five (5) years ago. Commissioner Martin stated that one of Kelly's duties was to promote the library. Chairman Bohan stated that there is a clear and definite need to market MTAC and possibly partner with the School District. Chairman Bohan continued by saying that the Commissioners/Township Manager Rimer need to approve the Recreation Department to prepare a marketing piece. Mr. Walz asked what exactly we have available to sell? Director Earnest stated that not much prime time is available, as people are not interested in renting Monday through Friday, 9 AM to 4 PM. Mr. Walz questioned if we are creating something that there is not a need for. Discussion was held on youth sports group annual fees that are charged. Discussion was also held on creating a committee to address the marketing needs of recreational facilities (the MTAC facility).

## IX. Correspondence

## X. Public Comments

XI. **Adjournment** – The meeting was adjourned at 8:20 PM with a motion made by Mr. Lee. This motion was seconded by Mrs. Miller and approved unanimously.

Respectfully submitted,

Lorri Haney