

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING MINUTES

Wednesday, August 14, 2013

- I. The meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Wednesday, August 14, 2013. Chairman Bohan called the meeting to order at 6:30 PM. In addition to Chairman Bohan, board members present included Dumsler, Hillard, Keene, Miller and Walz. Mr. Lee was absent. Also present was Recreation & Park Planning Director Earnest and Public Works Director Neff. Guests attending included Commissioners Heck and Martin, Chris Fisher, 119 Greenview Drive, Lancaster, PA 17601, Sue Lackmann, 642 Goose Neck Drive, Lititz, PA 17543, Mark Stanavage, 1808 N. Eden Road, Lancaster, PA 17601, Joe Stanavage, 1808 N. Eden Road, Lancaster, PA 17601 and Dave O'Conner, Lancaster Newspapers .
Chairman Bohan thanked all of the Board members for agreeing on the date change for the meeting as August 14th so he could be in attendance.
- II. **Review and Approval of Parks & Recreation Board Meeting June 5, 2013 Minutes** – Mr. Keene accepted the motion to approve the August 14, 2013 Minutes as written. Mr. Walz seconded the motion. The motion was approved unanimously.
- III. **Treasurer's Report** – Mr. Walz reported on the Capital Improvement accounts. He reported that there was grant revenue of \$11,600 received and \$1,000 in Developer's fees the last few months. Expenditures for major equipment at Weaver Road (MTAC) were \$17,000 and ground improvements which began work on the field irrigation system was \$2,600. Balance as of the end of May on this account is \$640,265.
- IV. **Committee Reports:**
 - A. **Facilities** – Mr. Keene reported that he continues to work on the compilation list of the various park needs for the 2014 budget year and will present at next month's meeting.
 - B. **Personnel** – Chairman Bohan reported that the Skyline Pool Manager took a teaching position and was replaced. Chairman Bohan stated that both Mr. Keene and Mr. Hillard's First Board terms would be up at the end of this year and invited both to consider another term. Recreation and Park Planning Director Earnest explained that both would be receiving a letter from the Township Manager regarding this.
 - C. **Program** – Mrs. Miller reported that a Program Committee meeting was held and reviewed current offerings. Topics that were discussed at the meeting were all included in either the Director's Report or Managers monthly reports.
 - D. **Public Relations** – No report.
 - E. **Youth Sports** – In Mr. Lee's absence, Chairman Bohan reported that a meeting was held to discuss the approach for the recommendation to present to the Commissioners regarding the youth sports organizations fees for 2014. Another meeting is scheduled for 8/21 to organize the recommendation that will be presented to board members at the September meeting.
- V. **Director's Report** – In addition to the Director's Reports that were enclosed, Director Earnest reported that the Township received a walkability audit by Mark Fenton, health and park advocate. This was a great opportunity for the Township. A power point presentation has been put together by the path team and will be presented at next month's meeting. Mr. Fenton has been asked to make a presentation to the Commissioners. Director Earnest reported on Naturalist Dotterweich's summer and fall program offerings. Director Earnest also reported that seasonal activities are down (pools 15%, mini-golf 20%). Also, rentals at Manheim Township Athletic Complex (MTAC) is up 60% (as compared to 2012) and this is due to all fields being available for use. Director Earnest also reported that Ann Yost, YSM will be presenting a Park Planning update at the September meeting (9/4). Ms. Yost will also be meeting with Director Earnest and Neff on site (Landis Woods) prior to the 9/4 board meeting regarding to review the Lancaster Area Sewer Authority's (LASA) plantings. Director Earnest reported that LASA will be taking the responsibility to repair the planting that was done. The sub-contractor that was hired by LASA did not follow the planting plan. Director Earnest reminded members that the Board picnic will be held 8/22. Director Earnest gave an update on current Eagle Scout projects that are occurring. There are currently four (4) scouts with projects. The projects include: (1) bench around large oak tree in Stauffer Park; (2) hollow sycamore log that will be transformed into a play piece; (3) picnic tables built and installed at MTAC; and (4) project at Jaycee Park that is still being formalized. Guest Joe Stanavage, Eagle Scout, explained that his project at Jaycee Park is still being investigated due to upcoming study for master site plan at Jaycee Park. Director Earnest further explained that Mr. Stanavage's troop is one of our Adopt-A-Park volunteer groups at Jaycee Park and they have done great work there.

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V. Director's Report (Cont'd.)

Mr. Walz questioned Lancaster Lightning rental cancellation. Director Earnest explained that this group has not been paying on time or late for rental of facilities (MTAC).

VI. Liaison Reports

A. Overlook Community Foundation Report – Chairman Bohan reported that due to no quorum at the meeting, there were no minutes for this month.

B. Commissioner's Report – Commissioner Martin had no other report other than the Capital budget items were due.

C. School Board Report – Mrs. Miller reported that information was included within the packet. Mrs. Miller reported that there was no meeting in July.

D. Boettcher House Museum Board Report – The report was enclosed.

E. Pathway Committee – the report was enclosed. Director Earnest explained that the minutes from the June meeting were enclosed and there was no July meeting. She further explained that the Commissioners will be recognizing Reese, Lower, Patrick & Scott for their Charter Homes Worthington Development path. An invitation will be sent out for the 9/9 event.

F. MT Dog – Mr. Walz reported. Mr. Walz reported that a board meeting was held on July 10. He reported that the water line project is complete and the park now has water. Mr. Walz reported that the group has been successful in the sale of five (5) banners that will be installed on the dog park fence.

G. Habitat MT – Minutes were enclosed.

VII. Action Items

A. Appoint Master Site Plan Study Committee – Director Earnest explained the process of choosing a study committee. Chairman Bohan announced that he has the authority to appoint members. The list includes: Director Earnest, Chairman Jim Bohan, Commissioner David Heck, Board Member and Facilities Committee Chairman Mike Keene, residents Leon and Jane Schreffler, resident Jessica Gordon, resident and Boettcher House Museum Board Member Patti Beaumont and Board and School Board member Lynn Miller.

B. Young Lungs at Play – Director Earnest introduced Sue Lackmann, Manheim Township resident and employee of Lancaster General Health Wellness Center who presented information on the “Young Lungs at Play” a program that promotes tobacco-free play areas. The program promotes prevention of adults to smoke where their children play and also by eliminating second—hand smoke which is dangerous. Signage will be provided by the Southeastern PA Tobacco Control Project. Chairman Bohan stated that he favored the program. Ms. Lackmann stated that she would like to see Manheim Township adopt an ordinance. Mr. Keene questioned that once an ordinance is in place, how will it be enforced? Mr. Keene made a motion to accept the “Young Lungs at Play” program and signs to be posted at all athletic fields and park playgrounds in Manheim Township. This item will be added to rules and regulations by resolution. Mr. Hillard/Mrs. Miller seconded this motion. This motion was approved unanimously.

VIII. Discussion

A. Old Business

1.) Update on Destination Playground: Lighting, trees and mound removal – Mr. Keene shared that the lighting project has been completed. Public Works Director Neff reported that the trees will be ordered in the next 2 to 3 weeks. The tree order has been reduced from 70 to 25 to 30 larger trees and will be planted away from the mounds. Mound removal needs to be added as a capital improvement item, Director Neff explained.

2.) Update on Dog Park Water Line – Public Works Director Neff reported that the water line is in. After ground settling and grass grows stone pad areas will be added Director Neff further reported.

3.) Discussion on Committee Roles – Chairman Bohan reported that he had received very little feedback on what was sent out. Director Earnest explained that the Personnel Committee rarely meets but is needed to meet at least every other year for board applicants. Mr. Keene suggested that board members who are interested in attending meetings regarding personnel matters be called in on a case by case basis. With no further discussion, Chairman Bohan declared the Public Relations Committee disbanded and changed the Personnel Committee to be an on-call basis.

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VIII. Discussion (Cont'd.)

B. New Business

1.) Honey Bee Hives at Community Gardens and Educational Programming – Director Earnest introduced guest Chris Fisher. Mr. Fisher explained that he is a hobbyist beekeeper and made a presentation on honey bees at Community Gardens and Educational Programming. He shared current issue of Time Magazine with an article in entitled “A World Without Bees”. Chairman Bohan questioned where the bees would be placed at the garden area (Compost Park). Mr. Fisher explained that he and Director Earnest had reviewed the garden site and he suggested the location either along the tree line or behind the mulch area. In addition to placing the bees, environmental programming will be added to our nature offerings Director Earnest explained. Mrs. Miller made a motion to approve the concept of bees at community gardens. Mr. Keene seconded this motion. Motion accepted with all eyes.

2.) Permanent Pool Season Opening and Closing sites – After discussion, the board members decided that Skyline Pool will always open Memorial Day weekend (Saturday) and close mid-August, while Overlook Pool will always open mid-June and close Labor Day.

IX. Correspondence

A. Perelman Park Neighbor – Director Earnest reported that a letter has been received addressed to the Commissioners from a Perelman Park adjacent land homeowner requesting the Township sell a portion of the parkland that the homeowner is currently maintaining. Director Earnest sent a recommendation to the Board of Commissioners opposing the sale of this portion of parkland. Board members agreed.

B. Lancaster Northeast Rotary Car Show Request – The Rotary Club of Lancaster Northeast will be hosting their annual car show on September 21st at Community Park. Letter received detailing Lancaster Northeast Rotary’s and Manheim Township’s roles with regard to the Car Show. Director Earnest approved and explained that this year the Rotary Club will be paying direct costs of maintenance personnel and police.

C. Notice of Sale of Marshall Avenue Post Office - This item was deemed for informational purposes.

X. Public Comments – Guest Mark Stanavage commented that he was happy to see the Township embracing the Young Lungs at Play program. Mr. Stanavage also questioned the status of the path that would go from Valley Road to Stoner Park. Homeowners collected funds to purchase parcel so High could not put in high density housing. Mr. Keene explained that this area is included on the Path Committee’s list. Mr. Stanavage also asked to be “kept in the loop” on public meetings regarding Master Site Plans.

XI. Adjournment – The meeting was adjourned at 8:26 PM. Approved unanimously.

Respectfully submitted,

Lorri Haney