

Manheim Township Parks & Recreation Board

**MONTHLY BOARD MEETING MINUTES**

**Wednesday, September 4, 2013**

- I. The meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Wednesday, September 4, 2013. Chairman Bohan called the meeting to order at 6:30 PM. In addition to Chairman Bohan, board members present included Dumsler, Hillard, Keene, Lee, Miller and Walz. Also present was Recreation & Park Planning Director Earnest and Public Works Director Neff. Guests attending included Larry Pulkrabek, 230 Eshleman Road, Lancaster, PA; John Furry, Non-Motorized Path Team representative, 1366 John Adams Drive, Lancaster, PA 17601 and Ann Yost, representative of YSM, Landscape Architects, 19 S. Newberry Street, York, PA 17401.
- II. **Review and Approval of Parks & Recreation Board Meeting August 14, 2013 Minutes** – Mrs. Miller accepted the motion to approve the August 14, 2013 Minutes as written. Mr. Hillard seconded the motion. The motion was approved unanimously.
- III. **Treasurer's Report** – Mr. Walz reported that he had contacted Finance Director Stratchko who informed him that there was \$27,000 additional revenue realized in the Park Capital Fund and no expenses for the month of July. Mr. Keene asked how much was in the Capital Park Fund. Mr. Walz stated that there was between \$620,000 and \$650,000 balance in the account but he did not know how much of that balance was committed to this year's (or future years) budget.
- 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. Mr. Keene stated that the majority of items do not include any new development but address improvements to the parks. Mr. Keene shared a few of the items proposed: edging and synthetic surfaces at various playgrounds, basketball/volleyball courts reconditioned, safe crossing at Municipal Park, addition of climbing walls, lighting along Hillside Lane (leading to Boettcher House Museum), and master plan for Municipal Park. Recreation & Park Planning Director Earnest briefly explained the budget process. Mrs. Miller questioned if mile markers were ever placed along Community Park roadway, as had been discussed last year. This has not been done. Mr. Keene will investigate this and report back 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 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 had no report. Fall Activities editions have been mailed out.
  - D. **Youth Sports** – Mr. Lee reported that a meeting will be held with the Commissioners' within the next few weeks. Consequent to that meeting, Mr. Lee explained that he will present a recommendation for 2014 user fees at the October meeting.
- V. **Director's Report** – In addition to the Director's Reports that were enclosed, Director Earnest reported on the status of the planting project. Mrs. Miller questioned the loss of the naturalist. Director Earnest explained that she has the curriculum of each of the classes offered and has been able to find a replacement instructors for most of the classes offered. Mr. Keene questioned the status of the playground edging project at Community Park. Director Earnest explained that a meeting with the contractor will take place this week and the work should be completed by the end of September. Director Earnest reported on the status of the LASA planting issue. Director Earnest has asked Ann Yost (YSM) to take a look at the planting issue and offer suggestions for repair. Director Earnest further explained that a meeting will be held with the sub-contractor that performed the work, the architect from Bucharth-Horn and also possibly YSM to discuss resolution options which will be presented at the October meeting.

Director Earnest introduced Ann Yost, YSM Landscape Architect. Ms. Yost reported that mapping has begun and committee meetings shall begin by the end of September. Ms. Yost explained the process for completion of Master Site Park Planning. A report will be presented at the end of the process. Chairman Bohan asked when the process will be completed. Ms. Yost explained that it could possibly be completed by July or August of 2014.
- VI. **Liaison Reports**
  - A. **Overlook Community Foundation Report** – Chairman Bohan reported that there was no meeting held last month.
  - B. **Commissioner's Report** – In Commissioner Martin's absence, there was no report.

**C. School Board Report** – Mrs. Miller reported that everything was passed. Filed reports and still have not given AYP scores and still are uncertain what they are going to do. Numbers frozen by state. Entertained questions. None. School open with minimum bussing issues.

**D. Boettcher House Museum Board Report** – Mr. Keene reminded board members of upcoming events: The Herb Fest which is scheduled for Saturday, September 14 and the Landis Woods Art Show on Saturday, September 28<sup>th</sup>.

**E. Pathway Committee** – Guest John Furry, representative of MT Path team presented an update of paths in Manheim Township. Mr. Furry shared information of “Walkability Audit” that was performed in Manheim Township in June. *Power Point presentation*, from Mark Fenton about the need to build communities where people are intrinsically more active. Board members thanked Mr. Furry for his presentation.

**F. MT Dog** – Mr. Walz had no report; meeting next week.

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

**VII. Action Items**

**VIII. Discussion**

**A. Old Business**

Mrs. Miller shared an article “Apiary at Home w/ Bees”. Mrs. Miller asked if Chris Fisher, Honey Bee Hives at Community Gardens and Educational Programming presenter at the August 14, 2013 board meeting wanted to have a table at the “Park in the Dark” event. Director Earnest stated that she would check with him.

Mr. Keene questioned Senior Games changes. Director Earnest explained that Online Publishers and the Nook (facility) will be sponsoring. Registration will no longer be held at Lancaster Recreation Commission.

**B. New Business**

**IX. Correspondence**

A. E-mail from/to Charlie and Lynn Kopf – Director Earnest reported that a meeting was held at MTAC with the Kopf’s, Director Earnest and Public Works Director Neff regarding a few issues that are happening there now. A follow-up e-mail has been sent to the Kopf’s to report and address issue presented at meeting.

**X. Public Comments** – Guest Larry Pulkrabek stated that he had a great time at Overlook and Skyline Pools this summer...thank you!

**XI. Adjournment** – The meeting was adjourned at 7:44 PM. Approved unanimously.

Respectfully submitted,

Lorri Haney