

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING MINUTES

Tuesday, December 3, 2014

- I. The meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Tuesday, December 3, 2014. Chairman Bohan called the meeting to order at 6:35 PM. In addition Chairman Bohan, board members present included DeLeo, Keene and Dumser. Mr. Lee and Mr. Hillard were absent. Also present was Recreation & Park Planning Director Earnest.
- II. **Review and Approval of Parks & Recreation Board Meeting November 11, 2014 Minutes** – Mr. Keene made a motion to approve the November 11, 2014 Minutes as written. Mr. DeLeo seconded this motion. The motion was then approved unanimously
- III. **Treasurer's Report** – Chairman Bohan asked Recreation & Park Planning Director Earnest what the status was regarding the 2015 budget. Director Earnest explained that it is currently under public review and will be finalized with or without changes December 15, 2014.
- IV. **Committee Reports:**
 - A. **Facilities Management** – Mr. Keene had no report.
 - B. **Facilities Coordination** – In Mr. Lee's absence, there was no report.
 - C. **Program** – Mrs. Dumser had no report.
 - D. **Youth Sports** – No report.
 - E. **Personnel** – Executive Session held at 6:15 PM, prior to regular board meeting.
- V. **Director's Report** – Director Earnest reported on maintenance meetings that were held to discuss TRIMS reports. The consultants are reviewing this information and a full committee meeting will be held 12/19/14. Mr. Keene questioned the status of the PDF copies of the plans. Director Earnest stated that she will check with Ann Toole. Mr. Keene questioned the status of a dedicated P & R website which would include more information regarding the Boettcher House. Director Earnest explained that we did get approval to acquire our own site and Adult & Family Program Manager Norton volunteered earlier this year to lead the process – Director Earnest will update the board at the January meeting. The site would be a link off of the Township's site, Civic Plus.
- VI. **Liaison Reports**
 - A. **Overlook Community Foundation Report** – No minutes distributed. Chairman Bohan stated that the meeting included approving the meeting minutes and the meeting was then adjourned. Chairman Bohan shared that the Foundation will meet if necessary following the dissolution November 2014.

Mr. Keene reported that the lights are on inside the restrooms at the soccer fields (OCC). Director Earnest stated that she thought that the restrooms had been winterized and will check on this situation.

Mr. Keene questioned the status of the skate park closure. He reported that skaters are using other areas outside of the park. Director Earnest reported that the OAC roof repair is near completion. Director Earnest further explained that the skate park remains closed and the equipment is in need of repair. Director Earnest stated that the skate park one of the highest use park areas – perhaps even more than pool usage as it is year-round.
 - B. **Commissioner's Report** – No report.
 - C. **School Board Report** – Mr. DeLeo reported that the Board entered into negotiations with Verizon Wireless to erect a cell tower at the stadium. The Board approved the 7th grade boys and girls as PIAA sponsored teams. Jennifer Davidson has been hired as the School Board Secretary (4 year term), as Kathy Arnold is retiring. Work session and organizational meetings were held. Chairman Bohan's term will expire on December 31, 2016.
 - D. **Boettcher House Museum Board Report** – Mr. Keene reported on brain storming session held on programming. Chairman Bohan asked Mr. Keene to thank the Boettcher House board members for all they do.
 - E. **Pathway Committee** – Meeting minutes enclosed.
 - F. **MT Dog** – No report.

(Continued)

G. Habitat MT – Director Earnest reported that there were no minutes. An abbreviated meeting was held at the Isaac's fundraiser event. Director Earnest reported that the group is working on planning the Native Plant and Wildlife Festival 4/25/14 and public speaker event to be held at either the Library, OAC or School District facility.

VII. Action Items

A. Personnel Committee recommendation on new board member, replacement board member and retention of existing board member for another team – Chairman Bohan entertained a motion for recommendation to the BOC for Laura Slaymaker to be appointed to a five (5) year board term and Brenda Kauffman to be appointed for the remainder of one (1) year term vacated by Steve Elliott. Mr. Keene made this motion and the motion was seconded by Mrs. Dumser. Motion approved by all.

Discussion was held regarding Vice-Chairman Lee's continuance as a member of the board. A letter was sent to Vice-Chairman Lee from the Commissioner's office asking his intention for the next board term. Vice-Chairman Lee agreed to serve a second term.

B. Vote on 2015 Slate of Officers – A motion was made by Mr. DeLeo to table action until January. This motion was seconded by Mr. Keene. Motion approved by all.

C. 2015 Fee Schedule recommendation – Chairman Bohan explained the process. Director Earnest reviewed 2015 fee schedule recommendation. Changes are highlighted. In 2013 and 2014, pool season pass holder fees remained the same, Director Earnest reported. The standard rates for 2015 have been increased by five percent (5%). The punch card rate will remain the same for 2015. Chairman Bohan questioned whether the punch card was usable for one person or multiple people. Director Earnest explained that a punch can be used for any resident. Director Earnest explained that the guest passes will again be distributed in 2015. The pool will be open an additional week (according to the way the dates fall) in 2015. The Board previously voted that Skyline will always open first and Overlook close last, Director Earnest reported. Director Earnest pointed out (page 4) the rates for commercial/business organizations for non-skating events has been reduced. Mr. Keene made a motion to accept the 2015 fee schedule as presented. Mrs. Dumser seconded this motion. The motion was approved by all.

Chairman Bohan encouraged all to attend the Holiday Open House which will be held 12/7/14 and also the Stoner House Open House 12/14/14 (information sheet distributed).

VIII. Discussion

A. Old Business

B. New Business

IX. Correspondence – Director Earnest shared news article focusing on Terrell Albright (newly hired employee) who started a sneaker recycling project.

Mr. Keene shared wildlife sightings within the Overlook Community Campus (owl, deer, etc).

X. Public Comments – None.

XI. Adjournment – The meeting was adjourned at 7:30 PM, with a motion made by Mrs. Dumser. Mr. DeLeo seconded the motion. Motion approved.

Respectfully submitted,
Margie Earnest, Secretary
Manheim Township Park and Recreation Board