

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING MINUTES

Tuesday, April 7, 2015

- I. The meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Tuesday, April 7, 2015. Chairman Bohan called the meeting to order at 6:30 PM. In addition Chairman Bohan, board members present included DeLeo, Greene, Hillard, Humma, Keene and Lee. Also present was Commissioner DiMeo, Recreation & Park Planning Director Earnest, Youth Sports & Fitness Managers Terry Hildebrand and Matt Stopa and Facilities Program Manager Becky Slick. Guests attending included: Mr. Dan Graybill, retired Overlook Swim Team Coach, 163 Valleybrook Drive, Lancaster, PA 17601, Ms. Ellen Simpson, 77 Deer Ford Drive, Lancaster, PA 17601, Commissioner Ian Hodge and Pat Hildebrand.
- II. **Retiring Staff Appreciation - Dan Graybill; Terry Hildebrand** – Chairman Bohan thanked Mr. Graybill for his 36 years as Head Coach of the Overlook Swim Team. Mr. Graybill thanked the board and stated that he will be taking a mission trip this summer to Northern Ireland. Recreation and Park Planning Director Earnest thanked Dan for his years of service and presented him with a summer pool membership and a service plaque.
Terry Hildebrand, Youth Sports & Fitness Manager – Chairman Bohan thanked Terry for his service with working with the various youth sports groups within the Township and presented him with a small gift. Mr. Hildebrand thanked Director Earnest for hiring him and also thanked all of the tremendous staff that work in the Recreation & Park Planning department. Mr. Hildebrand also thanked his wife, Pat, for enduring his unusual recreation work schedule all these years.
- III. **Introduction of New Staff Member** – Matt Stopa - Director Earnest introduced new staff member Matt Stopa who will be taking Terry Hildebrand's place as the Youth Sports & Fitness Manager. Mr. Stopa shared his background: Recreation Management degree from Stroudsburg University, took job at all-year round camping resort along the Appalachian Trail, and then on to a position in New Jersey. Mr. Stopa encouraged board members to contact him if they have any questions or concerns.
- IV. **Review and Approval of Parks & Recreation Board Meeting March 10, 2015 Minutes** – Mr. DeLeo made the motion to approve the March 10, 2015 Minutes as written. Mr. Keene seconded this motion. The motion was then approved unanimously.
- III. **Treasurer's Report** – Recreation & Park Planning Director Earnest reported that the auditors have completed the 2014 review.
- IV. **Committee Reports:**
 - A. ***Facilities Maintenance*** – Mr. Keene reported that there was a beginning of the season meeting held.
 - B. ***Facilities Coordination*** – Vice-Chairman Lee reported that there are some pending rentals and will be reported on in the future.
 - C. ***Program*** – No report.
 - D. ***Youth Sports*** – Vice-Chairman Lee had no report.
- V. **Director's Report** – The Director's Report was enclosed within the packet. Chairman Bohan asked what the comparison (2014 vs. 2015) in park pavilion rentals to date that was reported – currently 95 rentals. Director Earnest reported that we were "on par" as compared to last year. Chairman Bohan asked what the status was of the Skyline Pool renovations. Director Earnest explained that due to only one (1) bid being received, the job will be re-bid. She further explained that some repairs may be completed in-house. Decisions are being made as to whether to split bid in two (2) parts: building project and pool project. Chairman Bohan questioned the sewer line project at Community Park. Director Earnest explained that the sewer lines will be connected to the restrooms. Director Earnest shared the draft summary of the Statewide Outdoor Recreation Plan and invited members to share their thoughts and/or comments of the summary. Director Earnest also shared the Conservation Land Trust booklet on the value of nature play.
- VI. **Liaison Reports**
 - A. ***Commissioner's Report*** – Commissioner DiMeo had no report.
 - B. ***School Board Report*** – Mr. DeLeo reported that at the last meeting the board voted on a few projects.
 - C. ***Boettcher House Museum Board Report*** – Mr. Keene had no report (minutes enclosed). Upcoming program – Amphibians & Lizards.

(Continued)

D. Pathway Committee – No report. Mr. Humma asked if any information on the Pathway Committee (members, meeting dates, etc.) were on the Township website. Director Earnest stated no, she then explained that this group was a sub-set of the Parks & Recreation Board. They are appointed as a committee by the board chairman and their meetings are not subject to the Sunshine Law. She did however state that if anyone has a question, thought or suggestion, they may forward this information to her and she will bring it to the meeting.

E. MT Dog – Mr. Hillard stated that items would be discussed under Old Business.

F. Habitat MT – Director Earnest stated that promotion is underway for the Designing with Natives seminar on 4/24 and the Native Plant Sale on 4/25. Flyers distributed.

Chairman Bohan reminded members of the upcoming Great PA Cleanup event that will be held on May 2 at Overlook Community Campus.

VII. Action Items (None)

VIII. Discussion

A. Old Business – Dog Waste Stations/Carry-In Carry-out Policy – Mr. Keene distributed pertinent information on the topic. Mr. Keene briefly reviewed the Township's Carry-In, Carry-Out initiative. Director Earnest shared that the savings realized when the Carry-In, Carry-Out program was initiated was approximately \$20,000 (annually). Mr. Keene stated that after discussions with Recreation & Park Planning staff and Public Works staff, there was no need to pursue adding dog waste stations/receptacles within the parks. Commissioner Hodge questioned why other Township entities promoted the waste stations. Mr. Keene stated that he was unaware and decision was based on the current Carry-In, Carry-Out policy that was established in 2009. Guest, Ellen Simpson, explained that she had approached Commissioner Hodge regarding this issue. Ms. Simpson shared that Warwick, East Hempfield and East Lampeter Townships have these waste stations. Chairman Bohan stated that the Board will explore what other Townships are doing and this item will be on the agenda next month.

B. New Business – MT Dog request – Mr. Hillard presented that MT Dog would like to expand the park (area closest to the walking path). Director Earnest shared that staff have discussed and agree that this area can be accommodated. An agility course would like to be added in this area. Due to Jeff Grandner's absence at the meeting tonight, there is no formal presentation. MT Dog will meet 4/8/15. Director Earnest explained that after the formal presentation is made, the Board would then make a recommendation to the Commissioners. Director Earnest asked Mr. Hillard to e-mail her the date of the General Membership meeting.

IX. Correspondence – Overlook Day Camp / Summer Nature Camps Ads.

X. Public Comments – None.

XI. Adjournment – The meeting was adjourned at 7:37 PM.