

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING MINUTES

Tuesday, December 2, 2015

- I. The meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Tuesday, December 2, 2015. Chairman Bohan called the meeting to order at 6:30 PM. In addition to Chairman Bohan, board members present included DeLeo, Green, Keene, Hillard, Humma and Lee. Also present was Commissioner DiMeo and Recreation & Park Planning Director Earnest. Guests that were in attendance included: Mr. William Calder, 204 Spottswood, Lancaster, PA 17601 and Mr. Chris Pratt, LNP, 8 W. King Street, Lancaster, PA 17603.
- II. **Review and Approval of Parks & Recreation Board Meeting November 10, 2015 Minutes** – Mr. DeLeo corrected that the Program Committee Report (Section IV. Committee Reports, Item C. Program) was reported by himself (not Mr. Humma). With that correction made to the November 10, 2015 Minutes, Mr. Lee made the motion to accept the minutes as corrected. Mr. Humma seconded this motion. The motion was then approved unanimously.
- III. **Treasurer's Report** – Director of Recreation & Park Planning Earnest reported the budget is out for review. No additional report.
- IV. **Committee Reports:**
 - A. **Facilities Maintenance** – No report.
 - B. **Facilities Coordination / Youth Sports** – Vice-Chairman Lee shared that a soccer team was renting MTAC tonight. Mr. Keene asked if Facilities Coordination also included Facilities Program Manager Slick's programs. Mr. Keene asked for additional details as to the reason for the cancellation of Lap Swim and Wet & Fit programs. Director Earnest explained that the High School has a new Diving coach and that the Diving program schedule trumps our programs. An agreement is pending review by the School District (Tony Aldinger).
 - C. **Program** – No report.
 - D. **Youth Sports** – No report.
- V. **Director's Report** – The Director's Report was enclosed within the packet. Director Earnest reported she completed annual review on full-time staff. Director Earnest also reported that downed trees within the parks were cut into board lengths and sold at the Compost Park. Wood sold for .50/board foot. She further explained that some wood is traded for items that are sold at the Mansion. Sale netted approximately \$400.
- VI. **Liaison Reports**
 - A. **Commissioner's Report** – Commissioner DiMeo reported that the 2016 Budget was out for review (20 days). Commissioner DiMeo also reported that the Resolution for the adoption of the Parks Master Plans will be presented at the 12/14/15 Commissioners Meeting. Director Earnest stated that a Resolution will make the remainder of the state funding available upon the completion of close-out forms.
 - B. **School Board Report** – Mr. DeLeo reported that the School Board's next meeting will be addressing reorganization. Contract approved a contract for the Envisions program to continue for an additional five (5) years. Barley Snyder has been accepted as the new solicitor. Chairman Bohan thanked Mr. DeLeo for serving on the Parks & Recreation Board.
 - C. **Boettcher House Museum Board Report** – No meeting, no report.
 - D. **Pathway Committee** – Director Earnest reported that the minutes were enclosed.
 - E. **MT Dog** – Chairman Bohan shared his observation that the Dog Park has been very busy lately. Mr. Hillard reported that eight (8) members attended the General Membership meeting. Good comments and suggestions were received. Mr. Hillard reported that a member survey is being drafted. Meetings will be held every other month in 2016. A new logo introduced and car magnets and bags are currently being sold.
 - F. **Habitat MT** – No meeting.
- VII. **Action Items**
 - A. **Vote on Slate of Officers** – Mr. Lee announced that he is resigning between now and February or March. Vice-Chairman Lee presented the 2016 Slate of Officers: Chairman – Jim Bohan; Vice-Chairman – Mike Keene; Secretary/Treasurer – John Hillard. A motion was made to accept the Slate of Officers as presented. Mr. Humma seconded this motion, accepted by all. Chairman Bohan asked board members to e-mail him Committee Assignments suggestions for 2016. Mr. Keene stated that he will review the By-Laws to possibly propose that the Slate of Officers be presented in December (vs. January).

- B. **Recommendation of 2016 Fee Schedule** – Director Earnest presented the 2016 Fee Schedule proposed changes. Proposed the following: 5% increase in pool membership fees, \$10 increase to swim team membership. Commissioner DiMeo proposed having a resident senior citizen reduced lower rate. Discussion held regarding resident senior citizen rates for 2016. Resident senior citizen rates will be listed separately and will be 10% off regular rates. Pavilion rates will increase for 2016 (\$5 increases on Class C & D and \$10 increases on business fees). Facility designation categories for the Boettcher House/Landis Woods will be revised. Chairman Bohan explained that these fees are proposed fees. The Commissioner level is the entity that approves the proposed fees. Director Earnest reported that the fees for Overlook Falls Mini-Golf will be increased slightly for the 2016 season. Discussion on Glow Disc Golf and Soccer Golf on the disc golf course. Mr. DeLeo made the motion to accept proposed fee increases. Mr. Green seconded this motion. All but Mr. Humma (abstained) accepted the motion. Director Earnest will provide historical data to Mr. Humma.

VIII. Discussion

- A. **Old Business (None)**
B. **New Business (None)**

IX. Correspondence – Sean Cook, Eagle Scout Court of Honor program and thank you.

- X. Public Comments** – Mr. Bill Calder, guest, had some questions regarding the site plan for Landis Woods. Why more parking? 16 spaces are available at the top and two (2) additional parking areas at bottom. Mr. Calder stated that additional parking areas would disturb trees and grass (no macadam). Director Earnest explained that the plans that are the pre-final plans. The proposed additional parking area will use an existing “pad” that is currently covered with a pervious surface – no additional trees or grass will be disturbed. The Landis Woods project will be completed in multiple phases.

Chairman Bohan reminded the board members of the Holiday Open House (12/6/15) and the Board and Commissions Appreciation Dinner (12/10/15).

XI. Adjournment – The meeting was adjourned at 7:27 PM.