

Manheim Township Parks & Recreation Board

**MONTHLY BOARD MEETING MINUTES**

**Tuesday, May 3, 2016**

- I. The meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Tuesday, May 3, 2016. Chairman Bohan called the meeting to order at 6:30 PM. In addition to Chairman Bohan, board members present included Green, Hillard, Keene, Kreiner and Humma. Also present was Recreation & Park Planning Director Earnest.
- II. **Review and Approval of Parks & Recreation Board Meeting April 5, 2016 Minutes** – Mr. Humma made the motion to accept the minutes as written. Mr. Hillard seconded this motion. The motion was then approved unanimously.
- III. **Treasurer's Report** – Recreation & Park Planning Director Earnest reported on the Capital Budget update on the progress of assignments. Introduction of Mark Lefever, Parks Crew Leader. Parks Crew Leader Lefever reported on pool improvements including water circulation. Chairman Bohan questioned the status of the replacement of the pool slide. Director Earnest replied that there have been no outside complaints received regarding the slide, so the current one will remain. Mr. Keene questioned the status of the canopies at the Boettcher House. Director Earnest reported that the previous canopies will be repaired and put back up. In addition to the canopies, some drop down shades will be added. Mr. Keene questioned Parks Crew Leader Lefever regarding the status of the shade structures at Destination Playground (Overlook Community Campus). Parks Crew Leader Lefever explained that the structures are in and as soon as the location(s) are chosen, they will be installed. Mr. Keene reported that an additional security light is needed on the Destination Playground.
- IV. **Committee Reports:**
  - III. ***Facilities Maintenance*** – Chairman Bohan questioned what the position Parks Crew Leader entailed. Director Earnest explained that there were four (4) Crew Leader positions under the Public Works Superintendent: Parks, Buildings, Compost Park and Public Works. The Board expressed interest in meeting with Parks Crew Leader Lefever on site to go over a few projects. Director Earnest stated that she would schedule a "Parks Board Field Trip".
    - A. ***Facilities Coordination / Youth Sports*** – No report.

Chester County Intermediate Unit is conducting the search for the Manheim Township School District Superintendent and hosting a focus group meeting. Director Earnest and Police Chief Harkins have been invited. Director Earnest reported that she is unable to attend. The meeting will be held Wednesday, May 11, 5:30 PM in Convocation Hall (High School). Director Earnest invited Chairman Bohan and Mr. Keene to attend.
    - B. ***Program*** – No report.
    - C. ***Youth Sports*** – No report.
    - D. ***Personnel Committee*** – No report.
- V. **Director's Report** – The Director's Report was enclosed within the packet. Director Earnest reminded the Board members about the Great PA Clean Up Volunteer event that will be held Saturday, May 7, 9AM to 12 Noon at Stauffer Park. Director Earnest asked Parks Crew Leader Lefever to explain his background. Parks Crew Leader Lefever explained that he attended Williamsport Area Community College – 2 year program in Landscaping and Nursery Management, employed 12 years for Erb Brothers, and employed 14 years for Horst Construction. Parks Crew Leader Lefever reported on the location areas of planting at Stauffer Park for the Great PA Cleanup. Chairman Bohan asked why Pickleball Tournament was cancelled. Director Earnest explained that there was not enough registration entries to run the tournament.
- VI. **Liaison Reports**
  - A. ***Commissioner's Report*** – In Ms. DiMeo absence, there was no report.
  - B. ***School Board Report*** – In Mr. DeLeo's absence, there was no report.
  - C. ***Boettcher House Museum Board Report*** – No meeting. Director Earnest shared that a musical program will be held on Sunday, May 15 (Fire in the Glen). Mr. Keene reported that the group is currently in the process of determining the direction of the Board and also the building use (rental facility vs. educational/environmental facility). Director Earnest reported that she and Naturalist Jodi Sulpizio will be working on a presentation to hold a Nature Preschool in the building.
  - D. ***Pathway Committee*** – No report. Minutes were included within the packet. Chairman Bohan reported on an issue at the end of the Heritage Path (Valley Road) crossing to Fiddler's Green.
  - E. ***MT Dog*** – No report.

**VI. Liaison Reports (Cont'd.)**

**F. Habitat MT** – Director Earnest reported that the Native Plant Festival was a successful event, with 2,000 people in attendance. There will be a wrap-up meeting and minutes of that meeting will be included following.

**VII. Action Items**

None.

**VIII. Discussion**

**A. Old Business**

None.

**B. New Business**

None.

**IX. Correspondence** – Letter received regarding the Disc Golf Course and “good job” note on work at Landis Woods

**X. Public Comments** – None.

**XI. Adjournment** – The meeting was adjourned into Executive Session to discuss a personnel matter at 7:06PM with a motion made by Mike Keene

Next meeting May 7, 2016.