

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING MINUTES

Tuesday, January 3, 2017

The Board met to discuss Personnel and Legal in Executive Session prior to meeting.

- I. The meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Tuesday, January 3, 2017. Chairman Bohan called the meeting to order at 6:30 PM. In addition to Chairman Bohan, board members present included Keene, DeLeo and Kreiner. Mr. Hillard and Mr. Green were absent. Also present was Recreation & Park Planning Director Earnest and Commissioner Heck.
- II. **Review and Approval of Parks & Recreation Board Meeting November 1, 2016 Minutes** – Vice-Chairman Keene made the motion to accept the November 1, 2016 Minutes as written. Ms. Kreiner seconded this motion. The motion was then approved unanimously.
- III. **Treasurer's Report** – 2017 Budget has been approved. Recreation & Park Planning Director Earnest reported that a meeting to discuss 2017 Capital budget items was held earlier today. Director Earnest will report again regarding Capital items at the February 2017 meeting.
- IV. **Committee Reports:**
 - A. ***Facilities Maintenance*** – Vice-Chairman Keene had no report. The year-end report, once compiled, will be forwarded to all.
 - B. ***Facilities Coordination*** – No report. A meeting with Superintendent Robin Felty, MT School District, is scheduled for 1/10/17 at 1 PM. Chairman Bohan would like to attend this meeting. The mutual agreement will be discussed.
 - C. ***Program*** – No report. 2017 Winter/Spring Activities edition has been posted on the website. Director Earnest reported that the 2017 Pool Season Pass fee schedule is being reviewed. Chairman Bohan suggested reviewing other area outdoor pool facilities. A fee schedule comparison with and without a five percent (5%) increase will be presented.
 - D. ***Youth Sports*** – No report.
- V. **Director's Report** – Director Earnest reported that Manheim Township has been awarded \$136,000 (plus Township match) through DCNR "Growing Greener" grant funds for additions and renovations to Jaycee Park – Phase I. The additions and renovations included in Phase I are removal of existing play equipment (Edgemoor Ct. side), pavilion construction, retention wall/seating area at basketball court and landscaping. A consultant will be hired and Director Earnest explained that the project will get started in 2017. Vice-Chairman Keene stated that the comprehensive plans are posted online for all three (3) projects (Jaycee, Perelman and Landis Woods). Director Earnest reported that the nature intern completed research on offering a nature based preschool program. Also, a \$3,000 grant was awarded for nature activities supplies which were purchased in December.
- VI. **Liaison Reports**
 - A. ***Commissioner's Report*** – Commissioner Heck reported that the Commissioners have been focusing on budget and Oregon Village. Oregon Village will be voted on this month.
 - B. ***School Board Report*** – Mr. DeLeo reported that the Board discussed a tax rate index of 2.5% which could change as he further explained the Board has that flexibility. A reorganizational meeting was held and Mark Anderson is president of the School Board, and Steve Gosh is Vice President. Mr. DeLeo also reported that the Attorney General found no intent of violation on the Sunshine Act with the charges being dismissed.
 - C. ***Boettcher House Museum Board Report*** – There was no meeting. Vice-Chairman Keene reported that the Board would like to change the time of their meetings from 7 PM to 6 PM. 2017 meetings scheduled for every other 3rd Wednesday of the month at 6 PM.
 - D. ***Pathway Committee*** – No report. Vice-Chairman Keene shared how the Rail Trail (Warwick to Ephrata) Newport Road crossing is set up. There are no crossroad markings on Newport Road. There is a motion detected flashing yellow light at barrier before crossing. Newport Road is a heavily traveled road and this crossing potentially dangerous with just the yellow light at crossing. Vice-Chairman Keene suggested board members go take a look at this crossing.

(Continued)

VI. Liaison Reports (Cont'd.)

E. MT Dog – In Mr. Hillard's absence, Director Earnest reported. Director Earnest reported that the board has dissolved. Registration maintenance for the park will be solely responsible by Manheim Township. A few members of the board will volunteer to process incidences. Director Earnest further explained that their remainder monies will be transferred to the Township and they would like to have the monies earmarked for lighting and an additional chute directly to the large dog area. John Hillard was our liaison to the Board.

VII. Action Items

A. Motion to Approve Slate of Officers – Vice-Chairman Keene stated that the slate of officers should have been presented in November. Ms. Kreiner made a motion to nominate the following to serve as 2017 officers: Jim Bohan, Chairman, Mike Keene, Vice-Chairman and John Hillard, Secretary. This motion was seconded by Mr. DeLeo. This motion was unanimously approved.

B. Election of Officers - Chairman Bohan made the motion to elect presented officers. This motion was unanimously approved. Chairman Bohan announced that Board Committee Assignments will be presented at next month's meeting. He will send out to everyone last year's assignments.

VIII. Discussion

A. Old Business

None.

B. New Business

1. Recommendation of new Board Member to replace Jonathan Humma – Chairman Bohan reported that the Board would like to recommend Mr. Joseph Boufford as replacement. A memo stating this recommendation will be sent to the Commissioners.

IX. Correspondence – Correspondence attached. Grant announcement published LNP. Thank you letter received from Share Jubilee's Auction for department donation.

X. Public Comments – None.

XI. Adjournment – The meeting was adjourned 7:17 PM. This motion was approved unanimously.

Next meeting February 7, 2017.