

Manheim Township Parks & Recreation Board

**MONTHLY BOARD MEETING MINUTES**

**Tuesday, March 7, 2017**

- I. The meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Tuesday, March 7, 2017. Vice-Chairman Keene called the meeting to order at 6:30 PM. In addition to Vice-Chairman Keene, board members present included Boufford, DeLeo, and Kreiner. Chairman Bohan was absent. Also present was Recreation & Park Planning Director Margie Earnest and Commissioner DiMeo. Guests included: Christopher Brink, Christmas Light Show at Community Park presenter.
- II. **Review and Approval of Parks & Recreation Board Meeting February 7, 2017 Minutes** – Vice-Chairman Keene amended the minutes in Section VIII. Discussion, B. New Business, 2. Christmas Light Show at Community Park where there was no end to the last sentence. Amended to read, Director Earnest requested that this presentation be reviewed and **discussed at next meeting**. Mr. DeLeo made the motion to accept the Minutes as corrected. Ms. Kreiner seconded this motion. The motion was then approved unanimously.
- III. **Treasurer's Report** – Director Earnest distributed the 2017 Capital Budget update. She explained that the items highlighted in yellow were in progress and the green indicated items completed. The majority of the mower and truck purchases for 2017 are complete. Director Earnest requested that Board members bring their calendars along to the next meeting to plan the date for the installation of the interpretive signage (Landis Woods). Meet prior to the May meeting? Vice-Chairman Keene suggested moving the 5/2/17 meeting to the Boettcher House. Director Earnest stated that she would like to invite the sponsors that donated to this project. Director Earnest reported that the chairs and umbrellas have been ordered for both pools. She further explained that the \$5,000 budgeted to each pool for these item has been combined and heavier duty umbrellas have been ordered. These umbrellas will be located at Overlook Pool. Director Earnest reported that the Sand Trap Restaurant is slated to open on April 13. Painting projects will begin once the weather gets warmer, Director Earnest reported. Vice-Chairman Keene commented that the old stone at the retaining wall at Stoner Park has already been removed in preparation for the new one. Director Earnest also commented that the stone that was near the traffic circle (by the restrooms) has also been removed.

**Committee Reports:**

- A. ***Facilities Maintenance*** – February report was enclosed within the packet. Vice-Chairman Keene reported that a lot of things have been completed over the winter months. He encouraged members to take tour the parks and share reviews.
  - B. ***Facilities Coordination*** – Director Earnest reported that a meeting will be scheduled with Superintendent Dr. Felty. Director Earnest invited Mr. DeLeo and Chairman Bohan indicated previously that he would also like to attend. Mr. DeLeo can attend a 4 PM meeting.
  - C. ***Program*** – The 2017 Summer Activities Edition is in the process of being prepared.
  - D. ***Youth Sports*** – No report.
- IV. **Director's Report** – The Director's report was included within the packet. Correction to pavilion rentals listed on report for February should be 65. Garden plot reservations are up 6. Vice-Chairman Keene asked how well the Saturday Night Disco theme night at the Activities Center was attended. Director Earnest reported that 440 people attended. She further explained that the computers went down due to server malfunction. The Snack Bar was compromised the most due to this. Director Earnest reported that Commissioner Kling called her to see if there was any interest in the property adjacent to Route 501, Golf Road at Melody Lane. Vice-Chairman explained that the property is too narrow to transition into a sports field.

At this time, the meeting was forwarded to **Item IX. Discussion, A. Old Business, 1.) Christmas Light Show at Community Park** – Mr. Chris Brink presented a slide show introducing a Christmas Light Show at Community Park. Mr. Brink explained that he attended a show in Nashville, TN called "Dancing Lights at Christmas". The proposed show would be similar to Tennessee show which is a drive-thru show with the music channeled through FM radio. Director Earnest explained the process of the proposed show to date (location choice, hours, etc.). Director Earnest explained that through Mr. Brink's presentation the Board will establish and relay a recommendation to the Commissioners. If recommended to move forward, the Commissioners will be the facilitators of the Agreement (between Mr. Brink and the Township). Vice-Chairman Keene made a motion to recommend to the Commissioners to move the Light Show forward to the Commissioners commenting that details need to be worked out with Recreation Staff, Police (traffic control and security), Public Works & Emergency Services. Mr. DeLeo and Ms. Kreiner seconded this motion. All then approved unanimously.

(Continued)

**V. Liaison Reports**

**A. Commissioner's Report** – Commissioner DiMeo reported that she has followed up on the restroom bid. She received a timeline of the project. Commissioner DiMeo stated that she was disappointed with the completion date of the project which is now slated the end of July. Vice-Chairman Keene commented that this project was on the 2016 capital projects list. Commissioner DiMeo will keep everyone up to date on the progress.

**B. School Board Report** – Mr. DeLeo reported that the bids have gone out for an architect to build a Middle School to be located at the current band parking lot, to the west of the school.

**C. Boettcher House Museum Board Report** – Ms. Kreiner reported that the music schedule for the season is being established. Ms. Kreiner also reported that the 2017 officers have been elected.

**D. Pathway Committee** – Director Earnest reported that the Minutes were enclosed within this month's package.

**VI. Action Items**

A. Motion regarding Christmas Spirit Light Show – See page one.

**VII. Discussion**

**A. Old Business**

1.) Christmas Light Show at Community Park presentation by Chris Brink – See page one.

**B. New Business**

**IX. Correspondence** – None.

**X. Public Comments** – None.

**XI. Adjournment** – Vice-Chairman Keene made the motion to adjourn the meeting at 7:57 PM. This motion was approved unanimously.

Next meeting April 4, 2017.