

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING MINUTES

Tuesday, April 3, 2018

- I. The meeting of the Manheim Township Parks and Recreation Board was held in the Blue Room of the Stauffer Mansion on Tuesday, April 3, 2018. Chairman Bohan called the meeting to order at 5:30 PM. In addition to Chairman Bohan, board members present were Boufford, Keene, Kreiner, Smith and Ziegler. Also present was Recreation & Park Planning Director Margie Earnest and Commissioner O'Brien.
- II. Review and Approval of Parks & Recreation Board Meeting March 6, 2018 Minutes – Mr. Smith made the motion to accept the March 6, 2018 Minutes as written. Ms. Kreiner seconded the motion. The motion was then approved unanimously.
- III. **Treasurer's Report** – Director Earnest reported on the status of Capital projects. Director Earnest reported that we have not yet purchased trees to plant at the campus. There is \$15,000 in budget for this project. A tightly clustered group of existing trees are being relocated. Multi-use path funds have not been used to date but will potentially be used in 2018 for a connection between Landis Valley Farm Museum and the Cemetery. A pressure washing rig has been purchased. Director Earnest also reported that we are 10% complete on Phase I renovations at Jaycee Park. The playground equipment at Municipal Park has been ordered. Interior upgrades are complete at the Boettcher House for the Nature Preschool. The Municipal Gardens will have a delayed opening due to the weather. The engineering work is complete for the safe crossing from Community Park to Petersburg Road. Vice-Chairman Keene asked if there was a drawing of the crossing. Director Earnest stated that she will acquire and share but will be very similar to the crossing at F & M (push-button). Director Earnest reported that final adjustments are being made on the playground plans at the Athletic Complex (MTAC) and she will share these with the board. The restroom at Destination Playground Pavilion is 90% complete. Director Earnest reported that park restrooms have only been partially opened due to the weather conditions. The pool cover bid went out and the existing cover at Skyline will be discarded. The fixed ladder has been installed at the pump house at Skyline. Contracts awarded have been made for the replacement of Overlook Pool Bathhouse roof and concession area roof.
- IV. **Committee Reports:**
 - A. **Facilities Maintenance** – Report enclosed.
 - B. **Facilities Coordination** – Chairman Bohan reported on "Celebrate MT" event process. Looking for support and input by the Township and the School District. A brain storming meeting was held. Some ideas discussed were parade from Community Park to the Overlook Community Campus with a festival at the end. Mr. Ziegler attended a resident community group ("Cars & Coffee") meeting. This group meets at Duck Donuts one Sunday a month. Mr. Ziegler attended a meeting a few weeks ago. An assorted number of community groups are favorable for this type of event. Director Earnest shared the process for the banners that go across Lititz Pike. The Commissioners initially approve and then PennDOT is contacted. This might be the process for having a parade on Lititz Pike.
 - C. **Program** – No report. The summer edition is currently at the printer, expected back any day now.
 - D. **Youth Sports** – Chairman Bohan commented that he saw Youth Sports & Activities Manager Stopa and field rentals are very busy. Director Earnest reported that since the Manheim Township Soccer Club has moved most of their play to Baker Fields (F & M College) additional rentals at the athletic complex are filling up. Director Earnest reported that the Soccer Club will no longer be meeting here at Stauffer Mansion, which will make it difficult for Youth Sports & Activities Manager Stopa to attend. Director Earnest further explained that she was going to review the contract to see if they were required to meet here.
- V. **Director's Report** – The Director's Report was enclosed within the package. Chairman Bohan commented on pavilion reservations to date. Director Earnest reminded board members that the Great PA Cleanup which will be held Saturday, May 5, 9AM-12Noon at Stauffer Park. The next board meeting will be held Tuesday, May 8th instead of May 1st. Director Earnest also reminded the board members that the Native Plant & Wildlife Festival will be held Saturday, April 28, commenting that it is a great event. Chairman Bohan asked what an Organ Skate was. Director Earnest explained that there are three organ players hired that play the organ music.
- VI. **Liaison Reports**
 - A. **Commissioner's Report** – Commissioner O'Brien thanked Director Earnest for acquiring the \$2,000 grant from Target.

– Continued –

VI. Liaison Reports (Continued)

B. School Board Report – Mr. Smith announced that there is going to be a Head Start program next year (with 30 students) at Neff. Head Start is a program that is offered for preschool program that readies children for kindergarten. Mr. Smith reported also that the district (teachers first, then students) will be introducing a training program entitled ALICE (Alert-Lock Down Inform-Encounter-Evacuate) in light of the recent school shootings. Mr. Smith also reported on “iPad 101” program. Preliminary budget presentation was held and how much will be assessed by Belmont addition. Director Earnest shared that the State Police provides shooter training as well. Their program is called Run-Hide-Fight. Vice-Chairman Keene asked the status of the tennis court use. Director Earnest stated that the agreement lies currently with the School District.

C. Boettcher House Museum Board Report – No report. Ms. Kriner reported that the minutes were e-mailed to all.

D. Pathway Committee – No report.

E. Manheim Township Historical Society – No report. Ms. Kriner reported on an upcoming event. A lecture about the Stehli Silk Mill will be held at the Armstrong Manor on 5/30/18. Ms. Kriner stated that she will e-mail the information to everyone.

Chairman Bohan reported that Director Earnest, Environmental Educator VanPelt, Habitat MT Jose and he had attended a presentation at F & M College by Doug Tallamy, author of “*Bringing Nature Home*”.

VII. Action Items

None.

VIII. Discussion

A. Old Business

1.) Boys and Girls LAX request and presentation – Director Earnest reported that they have not gotten back to us to date.

2.) Park Acreage Recommendation from Comprehensive Plan – Director Earnest reported this item was requested to be kept on the Agenda. Nothing to attention or report.

IX. Correspondence – Merchandiser article for Landis Woods Nature Camp. Also, letter and e-mail received regarding the Christmas Spirit Light Show from Rev. Dr. Erin S. Cox-Holmes, 109 Village Drive, Lititz, PA 17543. Director Earnest explained that this was the only negative correspondence received regarding the Light Show. Rev. Dr. Cox-Holmes has requested to attend a meeting, as she wants to address with the board.

X. Public Comments – None.

XI. Adjournment – The meeting was adjourned at 5:49 PM with a motion made by all.

Next meeting Tuesday, May 8, 2018, 5:30 PM at the Stauffer Mansion.