

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING MINUTES

Tuesday, September 4, 2018

- I. The meeting of the Manheim Township Parks and Recreation Board was held at the Stauffer Mansion Blue Room on Tuesday, September 4, 2018. Chairman Bohan called the meeting to order at 5:30 PM. In addition to Chairman Bohan board members present were Keene, Boufford, Smith and Ziegler. Not present was Ms. Kreiner. Also present were Commissioner DiMeo, Public Works Director Phil Mellott and Recreation & Park Planning Director Margie Earnest.
- II. **Review and Approval of Parks & Recreation Board Meeting August 16, 2018 Minutes** – Mr. Smith made the motion to accept the August 16, 2018 Minutes as written. Mr. Boufford seconded the motion. The motion was then approved unanimously.
- III. **Treasurer's Report** – Public Works Director, Phil Mellott, reported on the status of a few 2018 Capital projects. The bid for the Lancaster Bible College path is scheduled for 9/13/18. The safe crossing project at Community Park project will be combined with an additional traffic signal. The paving and dumpster enclosure project will be completed by the end of October. Director Earnest reported that the MTAC playground bid came in at a \$5,000 over budget. The playground installation should be completed by the end of October.
- IV. **Committee Reports:**
 - A. **Facilities Maintenance** – Chairman Bohan reported that the monthly parks maintenance report was enclosed.
 - B. **Facilities Coordination** – No report.
 - C. **Program** – No report. Chairman Bohan commented that a few residents told him that the font in the Fall Activities brochure was hard to read.
 - D. **Youth Sports** – No report.

Meeting forwarded to **New Business**.

IX. Discussion

B. New Business

MS-4 Report – Phil Mellott, Public Works Director, gave a report on the status of MS-4 work within the Township. For the MS-4 permit renewal 2018, under the Pollutant Protection Plan, originally chosen were six (6) stream restoration projects and two (2) basin retro-fit projects. Three (3) of the stream restoration projects chosen are within park areas. Two (2) of the stream restoration projects chosen have been dropped (Landis Woods & Grandview Chase), leaving a total of four (4) stream restoration projects. Public Works Director Mellott distributed and reviewed the project proposals received from Land Studies. Items on the Site Assessment Notes included: Stonehenge – Unnamed Tributary to Bachman Run, Wetherburn Commons – Bachman Run, Landis Run, Stoner Park – Landis Run.

- V. **Director's Report** – The Director's Report was enclosed within the package. Director Earnest reported that 60 additional pavilions rentals should be added to the 323 to date to make up for double time slot rentals (Total = 383).
- VI. **Liaison Reports**
 - A. **Commissioner's Report** – Commissioner DiMeo reported that the next meetings will be 9/12 and 9/25.
 - B. **School Board Report** – Mr. Smith reported that the board will meet next week for their work session. School has started! Due to construction, there is a new traffic pattern for student drop off.
 - C. **Boettcher House Museum Board Report** – No report. No meeting. Landis Woods Art Show will be held Saturday, September 29, 9 AM to 5 PM.

(Continued)

VI. Liaison Reports (Continued)

D. Pathway Committee – No report. No meeting.

E. Manheim Township Historical Society – No report. No meeting.

At this time (6:06 PM) the meeting was adjourned into Executive Session.

VII. Action Items

A. Board Member Recommendation – Chairman Bohan reported that the Personnel Committee is recommending that Susan Braswell be chosen to take Rick Green's vacant seat (3 years remaining). Vice-Chairman Keene made the motion to recommend to the Board of Commissioners the appointment of Susan Braswell to the Parks & Recreation Board. Mr. Smith seconded this motion. The motion was approved unanimously.

B. Stoner Farm Park Land vs. Fee In Lieu of Monies – Director Earnest reported that Mike Flanagan suggested to Planning & Zoning that additional park land be acquired on the Stoner Farm proposed development (in lieu of monies). Director Earnest explained that this item has not been presented since she has been Director. We have always accepted the fee in lieu of land as development land was not adjacent to a park. Director Earnest shared the proposed plan. Acquired land would be an additional 5 acres added to Stoner Park. Fee in lieu of land equals \$485,000 (which would be added to parks capital). Chairman Bohan asked if the choice can be split (acreage + monies). Director Earnest will ask these questions.

VIII. Discussion

A. Old Business

Celebrate MT - Mr. Ziegler reported that he had a meeting with Pastor Sarah from St. Peter's Lutheran Church to discuss the proposed parade route for the 2019 Celebrate MT event. This request will be presented to the St. Peter Lutheran Church Board. Mr. Ziegler shared 5 officers \$1,400 for four (4) hours which does not include fire police for certain intersection or signs/barricades from Public Works Department.

B. New Business

2019 Board Meeting Dates – Director Earnest shared potential rescheduling of meetings: 1/1/19 to 1/8/19, 10/1/18 to Wednesday, 10/2/19, 11/6/19 to 11/12/18.

IX. Correspondence – A thank you note was received from Penny Myers, 114 Baneberry Lane for Community Park and the Parent's Handbook for the Nature Preschool.

X. Public Comments – None.

XI. Adjournment – The meeting was adjourned at 6:39 PM with a motion made by all.

Next meeting Tuesday, October 2, 2018 . 5:30 PM . Stauffer Mansion Blue Room