

Manheim Township Parks & Recreation Board

**MONTHLY BOARD MEETING MINUTES**

**December 1, 2009**

- I. The regular meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Tuesday, December 1, 2009. Chairman Bohan called the meeting to order at 7:00 p.m. In addition to Chairman Bohan, board members present included DeSha, Gard, Miller and Reed. Also present was Recreation Director Lewis. Mr. Krick and Mr. Laubach were absent. Guests present included: Mr. Todd Heckman, 331 Millpond Drive, Lititz, PA, Larry Pulkrabek, 230 Eshelman Road, Lancaster, PA 17601 and Mrs. Peg Adams, 1960 Melody Lane, Lancaster, PA 17601.
- II. **Review and Approval of November 10, 2009 Minutes** – Meeting Minutes review and approval was deferred until the January 2010 meeting.

The public comment portion (Manheim Township Baseball/Softball Association discussion) of the meeting was moved in front of the Treasurer's Report. Guest and representative of the Manheim Township Baseball/Softball Association, Mr. Todd Heckman, prefaced his presentation by passing around pictures of proposed baseball fields enhancements to the fields within Overlook Community Campus. Mr. Heckman explained that approximately five years ago baseball fields were built on the Overlook Community Campus, \$120,000 (approximately) of which the Manheim Township Baseball Softball Association entered into an agreement with the Township that this amount be paid to the Township over a 10 year period. Presently, Mr. Heckman stated approximately \$52,000 was still owed to the Township. The MTBSA would like to propose that the remainder of the funds owed to the Township be used to make improvements to the fields (make baseball fields premier level for U12 by adding dugouts with canopies, fencing, canopies installed over the bleachers, scoreboards, and possibly even light the upper field). These enhancements would be added with the \$52,000 balance that is owed. Mr. Heckman further explained that there has been some discussion regarding this proposal to a few of the Commissioners and his purpose for the presentation to the MT Parks & Recreation Board was to obtain their thoughts, suggestions and blessing for the project. Mr. Heckman stated that the groups would like to submit a proposal to the Commissioners at their December meeting. Mr. Heckman reported that portable mounds were added to the OCC fields this past spring and were well received. Chairman Bohan commented that through this proposal, the budget process is being bypassed - rather than proposing use of Parks & Recreation funds for enhancements and having to have these proposals approved through the regular budget process, the use of the funds that are owed to the Township will be directly used for Parks & Recreation enhancements. Chairman Bohan commented that he thought that this was a "splendid" idea in that the Township is not actually out any money. Chairman Bohan did question why the proposal targeted the enhancements of the OCC fields as opposed to making a donation to the new fields that will be built at the Weaver Road complex. Mr. Heckman stated the field proposed on Weaver Road was a larger full size field (U14 & up) and the OCC fields have an already "fantastic" infrastructure that can be enhanced to make the U12 age level (level with the most participants) program a "great experience for the kids". Mr. Reed stated that the fields proposed on the Weaver Road complex are designated multi-use fields and if baseball field enhancements were made on those fields, these might be compatible with multi-use designation. Mr. Reed commented on donations received by the MT Baseball/Softball Association and the Manheim Township Soccer Club. Mr. Miller commented that if the Commissioners approved the agreement, he liked the concept of the proposal. Ms. DeSha suggested that the design stay with the aesthetics of the park. Mr. Heckman stated that dark green (canopy color) would be chosen. Chairman Bohan suggested that even though the Overlook Community Foundation Board oversees development (vs. enhancements/refinements) that they be apprised of the proposal. Chairman Bohan commented that the Parks & Recreation Board would not be voting on approval of the proposal, but voting on support of the proposal which would be forwarded to the Commissioners. Mr. Miller made the motion of support for the redirection of said monies, pending Commissioners approval, is applied to Overlook Community Campus Baseball fields improvements. Ms. DeSha seconded this motion. The motion was approved unanimously. Chairman Bohan commented that he will present to the Overlook Community Foundation at their January meeting. Mr. Heckman stated that he appreciated the Board's support.

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III. **Treasurer's Report** – Ms. DeSha distributed her updated report (November). Ms. DeSha commented that there were a few line items that "looked a little off" which was due to not having the 2010 final budget numbers. These numbers should be checked with the Finance Department to make sure that these are valid numbers. Ms. DeSha commented on the 2010 Capital Budget that was distributed. She noticed that items were duplicated and also missing (Heritage Trail) from this report. Guest, Larry Pulkrabek, commented that the budget would be passed by December 14. Mr. Miller questioned Ms. DeSha about Overlook Falls Mini-Golf line item expenditures (Rec). Director Lewis stated that this line item included staff wages and supplies. The Parks portion was for maintenance of the area. Ms. DeSha stated that the bike paths revenue account did catch up in revenue in October which is more in line with the 2009 budget than was previously. Mr. Miller questioned where revenue (Keares Lease Agreement) of Sand Trap goes. Ms. DeSha explained that it goes into the General Fund. Mr. Reed stated that the Overlook Golf Course is paid off. Ms. DeSha asked Director Lewis what the debt service amount of \$500,000 listed under Parks Capital was for. Director Lewis stated that it is probably for the "initial plans" for the Weaver Road Fields Complex and she will have to take a look at it. Mr. Miller asked what the final purchase price was for the Weaver Road acquisition. The answer was \$5.3 (to \$5.4) million.

IV. **Public Comments:**

Guest, Mr. Larry Pulkrabek, commented on previous comments made by Chairman Bohan and Mr. Reed regarding the contributions/donations made by only the Baseball and Soccer groups (and not Football group). He further stated that the baseball and soccer groups should be applauded for their donations/contributions and what they are giving their kids. He believes that the Football group should be approached and told that by not making any donations/contributions to the Township is not acceptable. The football group's only known argument for not doing such is that their uniforms are very expensive. Mr. Pulkrabek suggested that there be a nominal charge for football game attendance that would go into a fund. A portion of this fund should be directed to the Township for football field improvements. The current process is unfair to the kids and also to the Township citizens, Mr. Pulkrabek said. Chairman Bohan agreed and stated that he is absolutely correct. Chairman Bohan explained that Commissioner Flanagan stated to him that the only way the fields at the Weaver Road complex can be built is that usage fees will need to be assessed. Chairman Bohan also explained that he would be happy to deliver this message to the Parks & Recreation Board when and if the Commissioners agreed that "no deals be struck" with groups outside of the Parks & Recreation Board. Commissioner Flanagan then told Chairman Bohan that he would let him know.

IV. **Committee Reports:**

**Facilities Committee** – Mr. Reed presented proposed the fencing changes and removal of the Skate Park within the Overlook Community Campus at the Overlook Pool. There will be a "walk-thru" detailing these changes (with Commissioner Downing) on 12.2.09 at 11 AM, if anyone is interested in attending. These changes include moving the current Skate Park to another location. The Skate Park would no longer be on a singular pad, but rather on multiple pads where similar equipment would go together. Mr. Reed explained that the Commissioners want tennis courts. Mr. Reed stated that there is enough room for a basketball court which would run north/south and also two tennis courts. These fencing changes will be proposed to the Commissioners for approval. Chairman Bohan questioned if the additional members of the board were in agreement with the proposal. Director Lewis stated that staff (Slick, Lessig, Mellott, Neff and Molchany) was in favor of the proposed changes. She further explained that Facilities Manager Slick's only argument was that if the fence line was changed that a playground be put in. Chairman Bohan suggested that the Board discuss the support of the concept rather than the financial aspects of the project. Mr. Miller stated that this was a good sight for tennis courts and they should not be fenced in. Mr. Reed stated that the cost of the project would be approximately \$175,000. The remainder of the funds acquired by the land transfer agreement at Bucher is \$104,000. Mr. Reed asked Commissioner Downing about the possibility of getting the balance of funds needed to do the total proposed project. Commissioner Downing told him that the \$104,000 could be used and propose the remainder of the project in a future budget year. Commissioner Downing suggested to Mr. Reed that the fence line be moved sometime in the future.

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**IV. Committee Reports:**

**Facilities Committee** – Cont'd.

Discussion was held as how to separate the aspects of this project. Mr. Reed stated that when he was measuring yesterday, he noticed that the basketball courts are in dire need of resurfacing (very many cracks noticed). Chairman Bohan stated that it sounded like the remainder of the board members were favorable to the concept. Phase I would include the moving of the Skate Park and the realignment of the fence for the courts. Phase II would include additional fencing beyond the pump house.

**Personnel Committee** – Chairman Bohan announced that there was going to be a very brief Executive Session to discuss the Personnel Committee's recommendations for the two (2) new board members which will be appointed in 2010 immediately following the meeting. Mr. Reed reminded Chairman Bohan that letters should be sent to those who applied for the openings and were not chosen. Director Lewis explained that this was done on the Township Manager level and she would reiterate that to Township Manager Rimer.

**Program Committee** – Mr. Miller had no report. Director Lewis stated that the Winter Activities Guide was currently at the printer.

Chairman Bohan reported that he will be contacting Mr. Laubach with regard to Election of Officers for 2010. Mr. Reed reported that he will no be returning as the School Board representative and he did not know who would be replacing him in that capacity. Director Lewis explained that the reorganization of the Commissioners will not be taking place until January and invited Mr. Miller and Mr. Gard to attend the January meeting. Chairman Bohan stated that he was going to recommend that Ms. DeSha continues as a member of the Board.

**Public Relations Committee** – No report.

**Finance Committee** – No report.

- V. Director's Report** – No further report. Director Lewis asked if any one had questions regarding the Director's Report. Ms. DeSha asked what "Lighten Up Lancaster" was (which was referenced in the Director's Report). Director Lewis explained that it was a fitness initiative that was started by Roy Baldwin. Recreation Program Superintendent Norton and Youth Sport & Fitness Coordinator Quarino are currently attending these meetings. Ms. DeSha asked what the status was on the Use of Facilities review by the Solicitor. Director Lewis explained that what was forwarded to the Township Solicitor was reviewed by the board with the minor changes noted. Discussion was held with regard to naming rights of the Weaver Road field complex project. Ms. DeSha questioned if there were any grants that are upcoming. Director Lewis explained that there was nothing upcoming other than what we already have "in the works".

**VI. Old Business**

**Land Transfer Agreement - Bucher** – Chairman Bohan stated that this item was discussed previously.

**Comprehensive Parks & Recreation Open Space Plan** - Ms. DeSha and Director Lewis stated that \$50,000 has been included in the 2010 budget.

**Weaver Road Property Update** - Chairman Bohan stated that this item was discussed previously.

**Heritage Path Discussion** - Chairman Bohan explained that the continuation of this project was approved by the Commissioners. Mr. Reed stated that what was approved at the Commissioners meeting was that the project could go back out to bid. Ms. DeSha stated that the parking spaces were reduced and the project is still going forward (as reported by Commissioner Downing at the Boettcher House Museum Board meeting).

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**VII. New Business**

**Correspondence** – Enclosed.

**VIII. Overlook Community Foundation Report** – Chairman Bohan reported that a copy of the draft minutes were enclosed. There were two corrections which Chairman Bohan relayed. Chairman Bohan stated that the "saga of the Stoner House was not looking any brighter". Guest, Mrs. Adams, shared information with the Manheim Township Historical Society regarding LancasterHistory.org which is a group that helps all historical societies within the county. LancasterHistory.org informed Mrs. Adams that there is grant money available. Chairman Bohan reported that the deed restrictions on the property passed. Athletic fields can not exceed 25% of the property and no municipal office or fire stations can be built on the property.

**IX. Commissioner's Report** – In Commissioner Keebler's absence, there was no report.

**X. School Board Report** – Mr. Reed reported that as of the middle of November the northeast side of the school grass area which planted and growing and should be available next spring. Mr. Reed also reported that the asbestos removal in the Bucher gymnasium is almost complete and the gym should be available for use in February.

**XI. Museum Board Report** – Ms. DeSha reported that there was a good turnout for the Veteran's Day program that was held. Ms. DeSha reported that 1,000 people attended the Landis Woods Art Show. Ms. DeSha reported that new curtains will be installed within the museum.

Chairman Bohan reminded that the board members of a few upcoming event: The 30th Annual Holiday Open House which will be held Sunday, December 6 (1-4 PM) and the Commissioner's Appreciation Dinner will be held Thursday, December 10th.

Chairman Bohan took this opportunity to formally thank Mr. Dixon Miller, Mr. Nick Gard and Mr. Donald Reed for their contributions to the citizens of Manheim Township throughout the years that they were on the Parks & Recreation Board.

Mr. Larry Pulkrabek, on behalf of the citizens of Manheim Township, also thanked these gentlemen for their time and effort through this board "which has certainly made the Township a better place and also a better quality of life has been realized for all Manheim Township residents".

**XII. Adjournment** - The meeting was adjourned into Executive Session with a motion made by Ms. DeSha at 8:20 p.m. This motion was seconded by Mr. Miller.

Respectfully submitted,

LA Haney