

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING MINUTES

March 1, 2011

- I. The regular meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Tuesday, March 1, 2011. Chairman Bohan called the meeting to order at 7:00 PM. In addition to Chairman Bohan, board members present included DeSha, Keene, Lee, Miller and Walz. Vice-Chairman Laubach was absent. Also present was Recreation Director Earnest and Commissioner Martin. Guest present was Mary Lou Barton, Habitat MT representative, 351 Old Delp Road, Lancaster, PA 17601.

Chairman Bohan welcomed new member, Glenn Walz, to the Board.

- II. **Review and Approval of Parks & Recreation Board Meeting January 8, 2011 Minutes** – Mr. Keene made the motion to approve the January 8, 2011 Board Minutes. This motion was seconded by Mr. Lee and then approved unanimously

- III. **Treasurer's Report** – Ms. DeSha reported that she had just received the finance report from Finance Director Stratchko and did not have time to review. Discussion was held regarding receiving financial reports earlier.

- IV. **Additional Liaison Assignment – MT Dog** – Mr. Keene made a motion to appoint Ray Lee to liaison to the MT Dog Board. This motion was approved unanimously. Manheim Township recently signed a new agreement with MT Dog. Manheim Township Recreation will be taking on some administrative duties (registration, card key FOB's).

- V. **Committee Reports:**

Chairman Bohan distributed the current Committee Responsibilities information and explained that this information was sent electronically to each member in February. Chairman Bohan asked each member to review the committee responsibilities, as they may be updated in the future.

Facilities – Mr. Keene reported that a meeting will be scheduled with Public Works Director Neff with regard to the 2011 maintenance status of each park facility. Mr. Keene explained that he is serving on the Comprehensive Plan update team and is reviewing parks status for the update (March parks review are Community and Municipal parks).

Personnel – In Vice-Chairman Laubach's absence, there was no report.

Program – Mrs. Miller reported that a list of new program offerings for spring 2011 was included along with the Director's report.

Public Relations – No report.

Finance – No further report.

Comprehensive Parks, Recreation, Open Space and Greenway Infrastructure – Recreation Director Earnest reported that the next meeting will be held on Thursday, March 3. Parks review for March include Municipal and Community parks. Director Earnest asked all to e-mail parks review findings. Surveys and letters are currently at the printer. They will be mailed shortly. In addition to the mailed surveys, people will have the opportunity to fill out the survey. These surveys will be available at Stauffer Mansion.

Youth Sports Committee – Mr. Lee reported that he would like to begin meeting with all of the Youth Sports groups within Manheim Township to review each sports Youth Sport Standards. The board will define the responsibilities of the Youth Sports Committee Liaison.

- VI. **Director's Report** – Report was enclosed within package (electronic). Recreation Director Earnest reported that Clair Garman, president of the Boettcher House Museum Board, had broken his hip and is currently in the hospital.

- VII. **Old Business**

MT Dog Park Agreement - Director Earnest distributed the MT Dog Park Agreement. She explained that the Recreation Department will now be accepting registrations and also distributing the card key fobs (which includes programming remotely [fence]).

- VIII. **New Business**

Correspondence – None.

(Continued)

Program Subsidies – Director Earnest reported on abbreviated 2010 program revenues report (Incomes vs. Expenses) that is currently being compiled by Recreation Superintendent Norton. She explained that the Recreation Department currently has four to five programs that are subsidized within their entirety. The summer playground program is one of those programs. Discussion was held regarding making this program break even. Recreation Director Earnest explained that in order to make this program financially viable the fee would need to be increased from \$75 to \$150 (8-week program). Commissioner Martin stated that the Commissioners have shifted their focus to “breaking even”. Additional subsidized programs include the annual Holiday Open House and sport sponsored programs such as Punt, Pass & Kick and the Fun Run (Community Day).

Meeting forwarded to Item XV. Habitat MT Report.

- XV. Habitat MT – Mary Lou Barton presented the 1st edition of the Habitat MT Newsletter which included information about what the group has accomplished in 2010. The Habitat MT group meets the 2nd Thursday of every month at Stauffer Mansion (8:30-10:30 AM). Mary Lou explained that this group is trying to “create a sense of place” through habitat. Mary Lou reported that the group will also take part in this year’s Great PA Cleanup Initiative which will be held on May 7. The following parks have been chosen for this year’s event: Overlook wetlands and Stauffer Park. Mary Lou reported that the Habitat MT group has realized \$50,000 worth of volunteer hours in 2010. The group will be working on the following projects in 2011:

- Council Ring (Martin Stolpe)
- a Native Plant list
- Discovery Meadow (Riparian Buffer)
- Vernal Pond (Pool) near Children’s Woods (Overlook Community Campus)

Ms. DeSha commented that since the Great PA Cleanup event is slated for Mother’s Day weekend, plants will be given to female volunteers on that day.

Returning meeting to Item IX.

- IX. **Overlook Community Foundation Report** – Chairman Bohan reported that he was not in attendance at the Foundation’s last meeting but reported on the status of the Stoner House renovation progress. Chairman Bohan stated that there are questions about what the house will actually be used for.

Recreation Director Earnest reported that she and staff will be meeting with the Foundation Board to discuss project allocation of monies which will be received from the sale of the 11-acre tract (at Fruitville Pike entrance). Water access to Destination Playground and Overlook Dog Park.

- X. **Commissioner’s Report** – Commissioner Martin reported that the Commissioners are discussing a sidewalk snow ordinance for 2012.
- XI. **School Board Report** – Mrs. Miller reported that the 2011/2012 calendar has been approved. Discussions are being held regarding budget deficits and cuts. Chairman Bohan asked what project was in progress along Valley Road. Mrs. Miller explained that it was the 5/6 building construction.
- XII. **Museum Board Report** – Mr. Keene reported that the program schedule for 2011 has not yet been finalized. Mr. Keene shared that he will stand in for Mr. Garman at the Landis Woods Art Show Committee meetings (in Mr. Garman’s absence).
- XIII. **Non-Motorized Path Committee Update** –Mr. Keene reported that in the groups last meeting discussion was held on the snow removal of paths.
- XIV. **MT Dog** – Mr. Lee reported that he will acquire information from the MT Dog group. Mr. Lee questioned Chairman Bohan if the Overlook Community Foundation Board was going to coordinate the water effort at the Overlook Dog Park.
- XV. **Public Comments** – No comments.
- XVI. **Adjournment** - The meeting was adjourned at 8:40 PM.