

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING MINUTES

June 7, 2011

- I. The regular meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Board Room on Tuesday, June 7, 2011. Chairman Bohan called the meeting to order at 7:05 PM. In addition to Chairman Bohan, board members present included Keene, Laubach, Lee and Miller. Ms. DeSha and Mr. Walz were absent. Also present was Recreation Director Earnest and Commissioner Martin. Guests present included: Peg Adams, 1960 Melody Lane, Lancaster, PA 17601, Larry and Kaye Pulkrabek, 230 Eshleman Road, Lancaster, PA 17601 and Nathan Land, 2128 Sherwal Avenue, Lancaster, PA 17601.

Chairman Bohan introduced Nathan Land, who is a 7th grade student in the Manheim Township Middle School and was present at the meeting tonight to observe.

- II. **Review and Approval of Parks & Recreation Board Meeting May 3, 2011 Minutes** – Mr. Lee made a motion to approve the May 3, 2011 Board Minutes as written. This motion was seconded by Mr. Laubach and then approved unanimously.

Mr. Lee questioned if the monthly Board Minutes could be distributed earlier (prior to Board package) in draft format. Recreation Director Earnest explained that while the Minutes are completed shortly after monthly meeting, they do need to be approved at a public meeting before being made available to the public. Commissioner Martin explained that this formality is parliamentary and legally correct. Recreation Director Earnest further explained that she had asked this same question to Township Manager Rimer a few years ago.

- III. **Treasurer's Report** – In Ms. DeSha's absence, Recreation Director Earnest distributed a monthly summary for April. Recreation Director Earnest reviewed the report. Recreation Director Earnest explained questions asked regarding revenue and expenditures for the Boettcher House. Expenditures are still showing in the Parks budget for the Sand Trap.

IV. **Committee Reports**

Facilities – Mr. Keene reported that he is meeting with Public Works Director Neff and will visit Jaycee and Perelman parks to discuss future improvements. Mr. Keene referred to these two (2) parks as "orphan parks". Commissioner Martin suggested that a park plan be put together. Recreation Director Earnest stated that a master plan for Jaycee Park may result from the Comprehensive Plan (that is being worked on currently). Mr. Lee shared a plan to get water to the Dog Park (Overlook Community Campus). Different options for this goal have been discussed in previous years. Mr. Lee asked if there was a plan for water installation at the Overlook Community Campus (Dog Park, Destination Playground). Commissioner Martin explained that Mr. Lee should discuss this with Public Works Director Neff.

Chairman Bohan reported for Ms. DeSha that the installation of the new playground equipment at Community Park has started but has been delayed due to rain.

Personnel – No report.

Program – Mrs. Miller stated that Program reports were distributed. A Program Committee meeting will be held at the end of June to discuss Fall 2011 programming.

Public Relations – Mr. Keene shared information that was published on the Ribbon Cutting Ceremony that was held for the Heritage Trail. Chairman Bohan shared a thank you from Ms. DeSha

Finance – No additional report. Recreation Director Earnest stated that she will distribute 2012 budget calendar (dates) when the dates are finalized (Finance Department).

Comprehensive Parks, Recreation, Open Space and Greenway Infrastructure – Recreation Director Earnest reported that a Public Meeting will be held Wednesday, June 8 at the MT Public Library. Surveys received back are being assessed and processed. Guest Kaye Pulkrabek, who is a citizen representative on the team, stated that she has enjoyed being part of this process.

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V. **Committee Reports (Cont'd.)**

Youth Sports Committee – Mr. Lee reported on the totals realized to date on the advertising banners/signage at Manheim Township Athletic Complex. Special pricing will end June 30. Mr. Laubach questioned the status of the completion of the baseball field at the complex. This field will be completed next year. Mr. Laubach questioned the size of the field, also adding that only one team (within the Baseball Association) will be able to utilize this large field. Mr. Lee and Recreation Director Earnest explained that this field was what was requested by the Baseball Association. Chairman Bohan questioned whether any of the Youth Sports organizations had gotten back to us regarding the review and revision of the current Youth Sports Standards. Chairman Bohan stated that the standards should be revised by the end of 2011.

- VI. **Director's Report** – Director Earnest reported that her report was included in the e-packet. Director Earnest shared information regarding dance party (rental) that had taken place at the Activities Center. She stated that if anyone heard anything regarding this event to contact her. Recreation Director Earnest stated that there will be a volunteer report included in next month's Director's Report.

Mr. Keene questioned adopted policies for Naming Rights which were distributed. Recreation Director Earnest explained that the policies were adopted but the Naming Rights contract is still being developed.

Mr. Laubach asked if any complaints had been received regarding opening weekend at Skyline Pool. Recreation Director Earnest stated that no complaints were received. Mr. Laubach reported that the slide is still a "little too dry" and people are getting stuck.

VII. **Old Business**

Recommendation of Name for New Park – Recreation Director Earnest reported that the Commissioners have adopted the name (Manheim Township Athletic Complex) that was recommended by the Parks and Recreation Board.

Review of Park Rules and Regulations – Recreation Director Earnest stated that she and Mr. Keene still have not met. Mr. Keene added that the latest update was 12.10.08. Recreation Director Earnest confirmed this. Chairman Bohan explained to guest Mr. Land that the Park Rules and Regulations are the only authority that the Board has. The Board makes recommendations to the Commissioners on financial and developmental aspects.

VIII. **New Business**

Set Date for Volunteer Appreciation Picnic – The date for the 2nd Annual Volunteer Appreciation Picnic was set for Wednesday, August 24th. Recreation Director Earnest will confirm with Golf Director Ord and send an e-mail to all confirming the date.

- IX. **Overlook Community Foundation Report** – Chairman Bohan reported that due to no quorum, there was no meeting. This has happened two (2) months in a row. Mr. Lee asked if there have been any conversations regarding mention in the newspaper regarding the dissolution of this Board. Chairman Bohan explained that nothing has been discussed within the Board (due to no quorum). Chairman Bohan explained that this subject seems to arise every three years or so.
- X. **Commissioner's Report** – Commissioner Martin had no further report.
- XI. **School Board Report** – Mrs. Miller reported that there has been some work shifting due to the passing of Joe Kurijaka. He will be greatly missed. Mrs. Miller also reported that the District Office building has been announced for sale. Today was the last day of school. Chairman Bohan thanked the Recreation Department and the MT School District for the offering of Pre-School Swim.
- XII. **Museum Board Report** – Mr. Keene reported that there is a board opening. Fortunately, an application has been received which Mr. Keene will forward to Mr. Garman. Mr. Keene reported on the status of the Landis Woods Art Show. Currently, there are only nine (9) artists registered. Mr. Keene reported that Gail Haldy is currently on a leave of absence. Guest, Mr. Pulkrabek suggested that the Art Show could possibly be held at the MT Public Library. Mr. Keene stated that the original concept of the Art Show was having the show in the outdoors (Landis Woods).

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- XIII. **Pathway Committee** – Recreation Director Earnest commented that the minutes of this committee’s last meeting was distributed.
- XIV. **MT Dog** – Mr. Lee stated that he extended the opportunity to the MT Dog group for input on his report tonight. He explained that they chose not to give him any information to report on. Mr. Lee stated that he attended (or tried to attend) the April meeting, but the meeting was cancelled. Mr. Lee had no communication regarding the cancellation of this meeting. Mr. Lee communicated to the President of the group via e-mail. Commissioner Martin suggested that a letter be sent to this group explaining that the Township is planning to extend water to that area. Ask for their participation. Mr. Lee stated that their next scheduled meeting is June 16. The Recreation Department now administers the registration and gate monitoring.
- XV. **Habitat MT** – No report.
- XVI. **Public Comments:** Guest, Peg Adams commented on what a great job the Summer 2011 Activities Guide was including many of the new programs. Guest, Larry Pulkrabek commented on the advertising/signage at the Manheim Township Athletic Complex. Mr. Pulkrabek urged that facility usage records be recorded so that the advertisers can be informed of value of their advertising dollars.
- XVII. **Adjournment** - The meeting was adjourned at 8:37 PM.