

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING MINUTES

March 6, 2012

- I. The regular meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Tuesday, March 6, 2011. Chairman Bohan called the meeting to order at 6:30 PM. In addition to Chairman Bohan, board members present included DeSha, Hillard, Keene, Lee, Miller and Walz. Also present was Recreation Director Earnest and Public Works Director Neff. Guests present included: Larry Pulkrabek, 230 Eshelman Road, Lancaster, PA 17601 and John Furry, MT Path Committee representative.
- II. **Review of Board Minutes** – This item deferred to the April meeting.
- III. **Treasurer's Report** – Ms. DeSha reported that the Finance Committee (DeSha/Walz) will be meeting with Commissioner Heck in the next few weeks. Discussion at this meeting will include what the Board can do to support and “bring to light” some financial matters. Ms. DeSha also stated that Finance Director Stratchko reported that spreadsheets (in Excel format) can now be extracted from the financial software.

At this time, Chairman Bohan welcomed new member John Hillard.

IV. **Committee Reports**

- A. *Facilities* – Mr. Keene asked Public Works Director Neff when the bids and installation was going to occur with regard to the air conditioning units at the Boettcher House Museum. Public Works Director Neff reported that he would report back. Preliminary review of the project has been discussed with Ben Roth. A date of June 8 will be used as a benchmark.

Ms. DeSha gave a brief report on the status of the Great PA Clean Up Event, May 5, 2012 which will take place at Stauffer Park.

Mr. Keene stated that there are “Earth Day” t-shirts at the Boettcher House. Director Earnest stated that she will relocate the shirts to the Stauffer Mansion attic.

- B. *Personnel* – No report. Staff recruiting for summer has begun. Mrs. Miller asked if there was anything that she could report in regards to recruitment. Director Earnest stated that we will probably send an announcement to the High School and there will be something submitted for counter pickup. Director Earnest reported that Sue Funk is currently on disability.
 - C. *Program* - Mrs. Miller reported that reports were included within the packet. There will be a meeting Wednesday, March 7 (1:30 PM). John Hillard is on the Program and Facilities Committees.
 - D. *Public Relations* - Chairman Bohan reported that this will be reported under item VIII. Discussion, B. BOC Meeting.
 - E. *Youth Sports* – Vice-Chairman Lee asked if all had information sent out via e-mail previously. Mr. Lee commented that after review of the state law on concussions, the school board might want to review it to make determine whether school district would need to follow. Mr. Lee asked Recreation Director Earnest what the status was with the Youth Sports Agreements. Recreation Director Earnest reported that Township Manager Rimer was going to be sending out the Youth Sports Agreements. These agreements would include the tables.
- V. **Director's Report** – Recreation Director Earnest made the board aware that the Northeast Rotary has requested that a wine tasting be included in their car show event. Recreation Director Earnest stated that this will be approved by her.

Recreation Director Earnest announced that she had tickets for members to sell for the Conservationist of the Year Award Dinner. Few nominations have been received and tickets will be on sale until April 19.

Ms. DeSha questioned whether the dead tree within the Dog Park was removed. Recreation Director Earnest reported that the tree was removed by the Public Works Department (under Facilities).

VI. **Liaison Reports (enclosed).**

- A. *Overlook Community Foundation Report* – Minutes enclosed. Commissioners have not acted on the Stoner House lease nor the “Super” Lease. Draft of the new lease tabled by the BOC for several meetings.

Mr. Keene reported that \$2,000 worth of vandalism has occurred in Destination Playground area. Mr. Keene asked Chairman Bohan if additional lighting and possibly security cameras be funded by the OCF. Chairman Bohan stated that he will ask the question to the Board. Public Works Director Neff gave a brief report of the damage. Chairman Bohan stated that he would like to meet with Public Works Director Neff on location before he presents to the board. Mr. Lee commented that he doesn't understand the justification of additional lighting/security cameras if there is no funding available for the water project extension (to the Dog Park). Chairman Bohan stated that board members differ on the priorities of the projects. Recreation Director Earnest stated that water is not the number one priority to the Overlook Dog Park members (results from survey).

- B. *Commissioner's Report* – In Commissioner Martin's absence, there was no report.
- C. *School Board Report* – Mrs. Miller stated that she included her comments on the Agenda (that was enclosed). Mrs. Miller asked if anyone had any questions. Chairman Bohan stated that information was quite informative. Mrs. Miller asked Recreation Director Earnest if there was any used playground equipment lying around that could be donated to the District. Recreation Director Earnest stated that there was none, but added that she will share her ideas with Mrs. Miller at a later time. Brief discussion on state budget
- D. *Boettcher House Museum Board Report* – Mr. Keene reported that Kelsey Frey is a new addition to the Board and is preparing the monthly minutes. The House will be open the 2nd weekend of the month starting in April.
- E. *Pathway Committee* – Mr. Furry presented a visual presentation on the status of the current pathway system within the Township.

Public Works Director Neff reported on the status of suggested use for the \$37,000 remaining funds. Suggested that with cooperation with School District to share on concentration of completing the path at Westminster original plan 10 foot wide paths now reduced to 5 foot wide sidewalks. Some of the \$37,000 will need to be used on the describing legal easements. This is the recommendation from the Pathway committee.

Chairman Bohan thanked Mr. Furry for the presentation and commented that he was the “perfect advocate” of this group.

- F. *MT Dog* – Mr. Walz reported that there was no meeting. Mr. Walz reported that the current advertising package (MTAC) was forwarded to MT Dog for their review and comment. He has heard nothing to date regarding this. Vice-Chairman Lee commented that the same consistency, standardized installation, etc. (at MTAC) should be realized with this project.
- G. *Habitat MT* – Minutes enclosed.

VII. **Action Items** - Chairman Bohan asked members to contact him directly with any comments regarding the new agenda format.

- A. *User Fee Billing Memo* – Mr. Lee reviewed the changes and updates to the 2012 documents. Mr. Lee made a motion to recommend the proposed changes/updates to the user fee billing memo. Ms. DeSha seconded this motion, to all ayes. Mrs. Miller thanked Mr. Lee for all of his work on the sports user agreements.

VIII. **Discussion**

- A. *Old Business*

- 1.) ~~Lancaster Catholic~~ Senior Project – Recreation Director Earnest reported on meeting with senior boys, a father and a teacher regarding the project. She asked them to follow through on a few items. She asked for article to be submitted on the plan and further explained that it was included in our spring activities edition. The second item was to submit a business plan and/or funding plan that would be shared with the board.

B. New Business

- 1.) BOC Meeting – Chairman Bohan stated that he and Mr. Keene met with Commissioners Heck and Martin. Mr. Keene reported on the meeting, commenting that as a new member of the Commissioner, Mr. Heck is somewhat challenged with the workings and relationships within the Township. Mr. Keene stated that perhaps they will meet again to discuss items (that were discussed at the first meeting).

(* Recording ends here.)

- 2.) Park Maintenance Plans

IX. **Correspondence**

- X. **Public Comments** – Guest Larry Pulkrabek commented/suggested that a neighborhood watch volunteer group be put into place to address vandalism at Destination Playground (Overlook Community Campus).

- XI. **Adjournment** - The meeting was adjourned at 8:35 PM with a motion made by Mrs. Miller. Mr. Keene and Vice-Chairman Lee seconded this motion.

Respectfully submitted,

Lorri Haney