

**MONTHLY BOARD MEETING MINUTES**

**April 3, 2012**

- I. The regular meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Tuesday, April 3, 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, and Walz. Mrs. Miller was absent. Also present was Recreation Director Earnest, Public Works Director Neff and Commissioner Martin. Guests present included: Mr. Larry Pulkrabek, 230 Eshelman Road, Lancaster, PA 17601, Ms. Francine Praught, 1532 Vista Road, Lancaster, PA 17601, Mark and Jane Strassle, 1818 Anne Avenue, Lancaster, PA 17601 and Peg Adams, 1960 Melody Lane, Lancaster, PA 17601.
- II. **Review and Approval of February 7, 2012 Board Minutes** – Ms. DeSha commented that there was an incorrect reference in Item III. Treasurer's Report, in reference to unused path project monies. Minutes stated that monies were moved from the capital budget to the general budget. Correction: Monies were moved from (regular) capital budget to parks capital budget. With this change duly noted Mr. Keene made the motion to accept the minutes as corrected. Ms. DeSha seconded this motion, to all ayes.
- III. **Treasurer's Report** – Ms. DeSha reported that reports were distributed earlier via e-mail. Nothing note worthy reporting in general budget, Ms. DeSha commented. Ms. DeSha had a few questions for Finance Department in regard to the Capital budget. Ms. DeSha entertained any questions from the board members. Mr. Keene questioned developers recreation fees listed at \$91,000. Ms. DeSha explained that amount was what we expect to realize in 2012.
- IV. **Committee Reports**
  - A. *Facilities* – No report.
  - B. *Personnel* – No report.
  - C. *Program* – No report.
  - D. *Public Relations* – No report.
  - E. *Youth Sports* – Mr. Lee reported that we have not received any response back from the youth sports groups with the regard to our request for registration number tables (chart). Mr. Keene suggested that a deadline date be established. Mr. Lee stated that the groups were given a date of March 31<sup>st</sup>. Mr. Keene asked what the recourse was. Discussion was held on what the recourse could be. Commissioner Martin suggested that delay of this information be transferred to the sports groups (rather hold up
- IV. **Director's Report** – Northeast Rotary Club looking to schedule a work day at Community Park (sometime in June). Repair and replacement of tree markers is one of the tasks that need completed.

Mr. Lee questioned approval of soccer wall installation request (at OCC) by OCF. He suggested that this project not be approved until Youth Sports Agreement is signed and returned.

Ms. DeSha questioned item 5, computer support service. Recreation Director Earnest stated that item refers to outsourced computer support change. Ms. DeSha asked if this will address the website and Recreation Director Earnest explained that the website is another issue.

Ms. DeSha commented that an impromptu Zumba session was held that was e-mailed information by the instructor and Ms. DeSha urged the Township to send out more e-mail blasts as it was very effective. Recreation Director Earnest stated that the Recreation Department was going to incorporate into our registration options.

(Continued)

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

- A. *Overlook Community Foundation Report* – Minutes enclosed. Chairman Bohan reported that preliminary plans are being gathered with regard to supplying water to the dog park and also restrooms at Destination area. Chairman Bohan continued by saying that some members (of the Foundation) are for the water expansion project and some are not. Chairman Bohan reported that if it is not the number one priority of the Dog Park members then it shouldn't be priority with the OCF. Mr. Walz stated that water was their #1 priority, then lighting, agility and expansion. Mr. Walz commented that it was reported at the last meeting (Dog Park) that the OCF was in favor of donating funds for this project. Commissioner Martin suggested that one person needs to coordinate (instead of multiple persons).  
Public Works Director Neff reported on addition of some quality lighting (to be installed on existing poles), security cameras, etc. at Destination Playground area to address vandalism. He also stated that he has two (2) separate packages put together on the water expansion project that can be put out for bids.
- B. *Commissioner's Report* – Commissioner Martin stated that he liked the new agenda format. He had no further report.
- C. *School Board Report* – No report.
- D. *Boettcher House Museum Board Report* – Mr. Keene reported that the next program held at the Boettcher House will be a presentation on "Carpentry and Farm Implements of yore" by Art Reist. Mr. Keene reported that the air conditioning units (which will be ordered through Co-Stars) will be installed by June 8<sup>th</sup>.
- E. *Pathway Committee* – Minutes enclosed. Visual presentation to be presented to the Board of Commissioners on Monday, April 9<sup>th</sup>.
- F. *MT Dog* – Mr. Walz reported that his report was enclosed. Mr. Walz reported that MT Dog is interested in pursuing installation of additional lighting (to address safety/security issues). Can they have permission to proceed with getting bids for this project? Public Works Director Neff explained that in addition to the existing light poles, poles that were originally erected to be used as Kestral boxes, but are no longer being used. Public Works Director Neff also stated that there is a sub meter box that could be used to calculate usage. He would also like to see LED lighting being priced out also. MT Dog should contact Public Works Director Neff for bidding process information and contact Recreation Director Earnest for grant information for the project.
- G. *Habitat MT* – No minutes.

VII. **Action Items**

VIII. **Discussion**

A. *Old Business*

- 1.) Senior Projects – Recreation Director Earnest reported that there was an informational article published in our spring activities guide. The group is working on the requested business plan.
- 2.) Park Maintenance Plans – Item deferred to May meeting.

B. *New Business*

IX. **Correspondence** – News articles on funding issues and state budget cuts.

X. **Public Comments** – Guest Larry Pulkrabek thanked everyone for what they do.

XI. **Adjournment** - The meeting was adjourned at 7:40 PM with a motion made by Mrs. Miller. Mr. Keene and Vice-Chairman Lee seconded this motion.

Respectfully submitted,

Lorri Haney