

Manheim Township Parks and Recreation Board

MONTHLY BOARD MEETING MINUTES

APRIL 5, 2005

Prior to the meeting start, Commissioner Downing appointed James R. Adams, 2659 Kissel Hill Road, Lititz, PA an official member of the Manheim Township Parks & Recreation Board. He was chosen to replace Sam Dodson, the former School Board appointed Board member.

- I. The regular meeting of the Manheim Township Parks and Recreation Board was held in the Board Room of Stauffer Mansion on Tuesday, April 5, 2005. In Chairman Bohan's absence, Vice-Chairman Keene called the meeting to order at 7:35 p.m. In addition to Vice-Chairman Keene, board members present included Adams and Gard. There was no quorum at this time, but it was decided that reports be given. Commissioner Downing was present. Mr. Miller arrived at 7:45 p.m. which gave us a quorum.
- II. **Approval of March 1, 2005 Minutes** – Vice-Chair Keene made two (2) corrections to the minutes of March 1, 2005. Under Item VIII. School Board Report, a zero was omitted regarding the amount saved on refinancing some of the bonds. This figure should be \$289,000. Under Item IX. Museum Board Report, meetings are not bi-monthly as stated, but monthly. These corrections were noted.
- III. **Treasurer's Report** – In Mr. Miller's absence, Director Lovelette stated that revenue and expenditure accounts are "tracking low" for this time of year. Invoices paid throughout the month were not "out of the ordinary" Director Lovelette reported. Mr. Adams questioned the donation of \$15,000 from the Stauffer Trustees. Director Lovelette explained that Stauffer Park is partially funded by a trust fund. In addition to this allocation, capital projects are funded annually by the Trustees.
- IV. **Committee Reports:**
 - Facilities Committee – No report.
 - Personnel Committee – No report.
 - Program Committee – No report.
 - Public Relations Committee - No report.
 - Finance Committee - No report.
- V. **Old Business**
 - Comprehensive Plan Status Update:*
 - Overlook Community Foundation – Director Lovelette reported that last month's meeting minutes were included in this month's package. The majority of discussion of this meeting was the proposed Dog Park. Phase III work is continuing. This includes non-motorized paths and roadwork. Director Lovelette reported that P.P. & L. is presently installing street and parking lot lighting. Director Lovelette also reported that all of the barn renovations contracts are out and signed. Contractors will begin work shortly. Commissioner Downing stated that this work would include outside landscaping. Discussion was held regarding the disassembly of the Mayer House. Vice-Chair commented that this work is not moving very fast and doesn't look "very appealing".

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V. Old Business (Cont'd.)

Overlook Community Foundation (Cont'd.) - Director Lovelette explained that even though Township doesn't own this land, landscaping would be completed at the entrance. Director Lovelette also reported that consultants (Reese, Lower, Patrick & Scott / Benchmark Construction) had their first meeting today to begin process of the drawing up of different conceptual plans and bringing together focus/community groups to gather input for the Community Center. As a result of these meetings, a recommendation will be brought forth by August or September. Director Lovelette reported that the site plan that is posted has been taken down. This site plan will be revised.

Overlook Falls Report – Director Lovelette reported on Overlook Falls Mini-Golf opening. Opening weekend was hampered by inclement weather (rain!) Director Lovelette reported on promotions (coupons, “rack” flyer, discounts, etc.) at the course for 2005. Membership to PA Visitor’s Bureau has been transferred from Overlook Golf Course to the Mini-Golf Course. Director Lovelette reported that he is in discussions with Harris Miniature Golf about completing some warranty work that has not been completed to date. Overflow on two of the three ponds has not worked well since installation. The pipe ends were uncovered to alleviate this problem. N & Z Landscaping will be coming in to replace some of the plants that did not survive the winter. Director Lovelette reported that course enhancements for this year include 14-foot umbrellas and the addition of rocks to a few holes. Commissioner Downing asked Director Lovelette to contact the fire department to see if there is any specific requirement/code with regard to accessing the barn. Commissioner Downing has received calls from residents stating that a fire truck cannot turn around at the barn location. Director Lovelette stated that there is a hydrant beside course (on the barn side). Director Lovelette stated that he would check with John Leas, the Township Fire Coordinator.

2005 Project Update – Director Lovelette reported on various projects that have progressed so far this year. Some of these included: equipment overhaul (turf), new equipment purchase, ball field renovations, spring opening of park rest rooms and pavilions, picnic table renovation/construction, Mini-Golf signage changes and non-motorized path work. WebTrac (registration over the internet) training is slated for the week of April 25. Director Lovelette reported also that new computers have been ordered and are in, but need to be installed. A new fence was installed behind the Sand Trap to enclose HVAC. Director Lovelette reported that prices have been requested from Game Time for additional skate park components. Commissioner Downing requested statistics regarding usage of the Skate Park. Work continues on creating a berm behind Overlook Activities Center/Pool to alleviate flooding (damage last June).

VI. New Business

June 11 Flag Day Celebration – Director Lovelette updated the Board on the June 11 Flag Day Celebration. The event will begin at 3 p.m. and will take place at the Overlook Community Campus. For a nominal fee (a wristband will be distributed) most of the activities will be included. Some of the activities will be: tethered hot air balloon rides (separate ticket), a game of mini-golf, a bucket of balls to hit on the driving range and fireworks at the conclusion of the day.

Schaeffer Park Proposal – Director Lovelette reviewed the proposal that has been received from the Lancaster Conservancy and Schaeffer Elementary School. This proposal addresses the natural area behind the school. They are proposing to clean up the area and possibly use it for a “classroom”. They also proposed that they would maintain the area. Mr. Adams stated that he would check with Dr. Singer regarding what kind of work is required to make this land usable and how it would be used. Also, what is left that would be “park” land?

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PRPS Conference Report – Director Lovelette shared recent conference book that was held at the Hershey Lodge & Convention Center, March 19-23. Staff that attended included Recreation Superintendent Norton, Sport & Fitness Coordinator Lopett, Park Superintendent Lessig and Facility Program Manager Slick. Director Lovelette was the recipient of two awards.

Correspondence - Enclosed.

- VII. Commissioner's Report** – In addition to the previously reported items, Commissioner Downing reported that a meeting was held last week regarding the LCB limitations for serving alcoholic beverages at the OCC (2nd floor of barn). After renovation, this facility will be available for rental. Commissioner Downing also reported that there are three (3) vacancies that will be available on the Board (of Commissioners). The three Republican endorsed candidates are Rick Casselberry, Nancy Keebler and Michael Flanagan. The Commissioners will announce April 11 who will replace Don Smith who resigned as of the end of March.
- VIII. School Board Report** - Mr. Adams reported that the High School project is on target. At a previous School Board meeting, “kudos” were given to Sean Molchany (Planning & Zoning Officer) of Township staff on cooperation that has been given regarding punch list issues that arise each week. Mr. Adams also reported that a group of M.T. coaching staff will be manning concession stand at five (5) of the Lancaster Barnstormers home games. Nine percent (9%) of the net profit of concessions sales will be awarded. Mr. Adams reported that he attended a teleconference with the governor regarding Act. 72.
- IX. Museum Board Report** - Mike Keene reported that at the last meeting, the majority of discussion was regarding program scheduling at the house.
- X. Director's Report** - Enclosed.
- XI. Adjournment** – With no further business to discuss, the meeting was adjourned at 9:18 p.m. by Mr. Miller. Mr. Adams seconded this motion.

Respectfully submitted,

Lorri A. Haney