

Manheim Township Parks & Recreation Board

**MONTHLY BOARD MEETING MINUTES**

**May 2, 2006**

- I. The regular meeting of the Manheim Township Parks and Recreation Board was held in the Board Room of the Stauffer Mansion on Tuesday, May 2, 2006. Chairman Bohan called the meeting to order at 7:30 p.m. In addition to Chairman Bohan, board members present included DeSha, Gard, Keene, Laubach & Miller. Also present was Commissioner Keebler. Mrs. Ross arrived at 7:50 PM.
- II. **Review and Approval of April 4, 2006 Minutes** - Mr. Gard made the motion to approve the April 4, 2006 Minutes as written. Mr. Keene seconded this motion, to all ayes.

Chairman Bohan stated that Committee Reports (Section IV.) would be given first and then the meeting would proceed to the Treasurer's Report (Second III.).

**IV. Committee Reports:**

Facilities Committee - Mr. Keene announced that the parks that were reviewed the past month were Perelman, Jaycee and Stoner Parks.

Jaycee Park - Mr. Laubach asked when the playground at Jaycee Park was going to be replaced, as the existing play equipment was wooden. Director Lovelette stated that the play equipment at Jaycee Park was actually the next park slated to get new equipment. He further explained that it would more than likely be put in next year's budget. He also explained that there is a back log in installing equipment, as a structure has been in storage for two years to be installed at Stoner Park. Mr. Laubach asked if the Parks Department had any handicapped playground structures. Director Lovelette explained that we do not have any structures that were specifically oriented to the handicapped, but we do have some equipment that would comply. Mr. Laubach stated that there is funding available for this type of equipment. Director Lovelette reported that the bridge at Jaycee Park is going to be replaced. Mr. Keene reported that there is a bench beside the basketball court that a board is missing, leaving protruding bolts from the bench back. Mr. Keene also reported that the Gammache property (adjacent to Jaycee Park is being developed. Director Lovelette explained that the open space for this development was predominately wet lands. Mr. Laubach asked if the bridge could be moved down on the property. Director Lovelette stated that was a possibility, but discussion was held to replace the bridge with a culvert. Director Lovelette stated that he will share this development plan with the Board.

Perelman Park - Mrs. DeSha stated that she had not actually visited the park, but indicated that there were people that are interested in park cleanup. Mr. Miller stated that there was very little graffiti that was found at this park (as compared to last year). Director Lovelette reported that this park was recently cleaned up. Mr. Keene stated that some path orientation sign was needed in this park. Mr. Keene reported that LASA needed to fix manhole covers that had been worked on.

Stoner Park - Director Lovelette reported that there is an issue with vandalism and dogs (people not cleaning up after their dogs) in this park. As stated before, Director Lovelette reported that a play structure is slated to go in at this park. Mr. Keene stated that the pavilion in this park was a great addition. Mr. Miller suggested that a Frisbee golf course be in the future planning either for this (Stoner) park or on the Foundation property. Mr. Keene reported that at Station #7 - Body Curl, one of the grommets to the sign is missing and the sign is coming loose. Mr. Keene questioned the soccer goals that are located in the park. Director Lovelette explained that the goals are moved when the fields are not being used, but are kept on site. Mr. Keene asked if the program flyers that are posted in the parks bulletin boards, could be updated on a regular basis. Director Lovelette explained that this has been a problem every year. Mrs. DeSha asked Director Lovelette if the sand in the sand boxes was going to be installed in the near future. Director Lovelette explained that it is on the projects list for May/June. Mrs. DeSha announced that she was heading up a clean up project at Community Park that is scheduled to take place the weekend after next. She stated that her goal was to get 30 Middle School/High School students to help with this project. She distributed a flyer. She also distributed photos of the annual Manheim Township Sunrise Lions Club's Easter Egg Hunt.

Parks slated for review for next month are Community & Reidenbaugh Parks.

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Personnel Committee – Mr. Gard had no report.

Program Committee – Mr. Miller had no report.

Public Relations Committee – The Overlook Falls Mini-Golf rack cards were distributed. Director Lovelette explained that Jennifer Lopett, Sport & Fitness Coordinator had completed this project. Commissioner Keebler stated that it was a very nice job. Mr. Laubach shared the ad (Overlook Falls Mini-Golf) that was in the Clipper Stadium Play Bill. Commissioner Keebler asked when the Mini-Golf course was going to open. Director Lovelette stated that grand opening is slated for May 13.

Finance Committee – No report.

- III. **Treasurer's Report** – Mr. Miller reported on the monthly reports that were included in this month's packet. Mr. Miller reviewed both income and expenditure report for the past month. He commented that the Sand Trap Restaurant had a very good month. Mr. Miller stated that there is still concern with the deficit revenue in OAC programming. Mrs. Ross asked why the alcoholic beverages revenue was so high. Director Lovelette did not have a specific reason for this. Mr. Miller explained that there were no noteworthy invoices paid the past month. Mr. Miller questioned Stauffer Park program revenue (is already at 54%). Director Lovelette explained that this revenue is from programs held within Stauffer Park (yoga, youth dance classes). Director Lovelette announced that Sue Funk (Concessions Manager) has taken a position that was available at the Pro Shop. June Erb (Concessions Manager) is taking a position with the Keares Group (concessionaire). Commissioner Keebler asked if the monthly reports could include the last three months of the previous year. Director Lovelette stated that he will check with the Finance Department regarding this request.

V. **Old Business**

*Comprehensive Plan Status Update:*

Overlook Community Foundation Report – Chairman Bohan thanked Mr. Keene for attending the meetings for the past few months, as he was unavailable to attend the meetings. Director Lovelette reported that the Minutes for the last meeting were included in the package. Most of the discussion for this meeting was regarding the houses on the property and the Dog Park. Director Lovelette reported that the Spring Fling event will be taking place May 13 and it is anticipated that a partial certificate of occupancy can be received, in order for the Mini-Golf course to open May 13. Director Lovelette reported that the Arthritis Foundation will be holding a walk on the campus and the restrooms needed to be completed by their weekend event (May 6). If the restrooms are not completed, porta-johns will need to be brought in for this event. Director Lovelette reported that the SRBC Well 48-Hour Pump Test has been completed and the final results of this test should be compiled within 2 weeks by Geo Services. Discussion was held on the status of the Mayer House. There has been no activity on the house since it was moved last year. The general consensus of the discussion was to have the house removed. Commissioner Keebler will discuss this issue with the Commissioners.

WebTrac Update – Director Lovelette reported on the status of WebTrac installation, reading a few of the last e-mails received from Robin Church, IT for the Township. Issues are still arising with the installation (router, port ranges, firewalls, etc.). A new router cable and firewall has been installed at the Municipal Office, in hopes that this will address the WebTrac installation issues. Mrs. DeSha offered her assistance in getting this issue corrected. Director Lovelette stated that there might be more to the situation that is actually known (as reported by Robin).

Spring Fling - Director Lovelette shared information on this free event. Some of the board members volunteered to help, if needed. Mrs. DeSha stated that the Manheim Township Lion's Club has a craft show going on that day at Community Park. It was suggested that more signage be put up advertising the Spring Fling. Mrs. DeSha asked if the skate park would be open by the Spring Fling event. Director Lovelette said it would be.

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**VI. New Business**

Ordinance Change - Alcohol Use – Mr. Gard suggested dropping the word “in”; and adding the word “consumption”. Commissioner Keebler asked if the solicitor had reviewed the ordinance change. Director Lovelette explained that, yes, the solicitor had reviewed it as well as Jim Martin, Township Manager. Mr. Keene made the motion to accept the Ordinance Change as presented, with the exception of dropping the word “in” and adding the word “consumption” in place of “use” under #4.) INTOXICATING BEVERAGES: Transporting in, possession of or use consumption of alcoholic or malt beverages in the parks is prohibited. This motion was seconded by Mrs. Ross, to all ayes.

Ordinance Change - Dogs & Horses – The Board members reviewed the proposed park ordinance change. Director Lovelette gave a brief explanation of the need for the change. It was suggested that the word “ponies” be added to section a. Horses/Ponies – They are only permitted in the parks with special approval from the Director of Parks and Recreation. At no time are horses/ponies permitted on the trails in Landis Woods.” Also change last bulleted item to read: “user of the Manheim Township (~~Overlook~~) Dog Park are subject to the rules of that park.” Mr. Miller made the motion to accept the amended ordinance as written with the exceptions listed above. Mr. Keene seconded this motion, to all ayes.

Ordinance Change - Time of Use – Director Lovelette stated that the second to last sentence should read, “course can stay open Monday through Saturday (not seven days per week). Mr. Keene made the motion to accept Time Use Ordinance, as corrected (above). Mrs. Ross seconded this motion, to all ayes.

Correspondence - Enclosed. Received a thank you from Bill Buehler, Manheim Township Sunrise Lion’s Club for donation Community Park for their annual egg hunt. It was a great success.

**VII. Commissioner’s Report** – Commissioner Keebler reported on a 4 hour public meeting that was held on the Worthington Property (townhouses off Oregon Pike near the Jewish Community Center). The Commissioners will vote on this next Monday (5/8). Discussion Impact fee changes, discussion is also being held on going with a single trash hauler, concession agreement finalization of the joint venture, final plan of park from the engineer and architect to submit to the Liquor Control Board to transfer the liquor license to the concessionaire. Commissioner Keebler briefly explained the text amendment process.

**VIII. School Board Report** – Mrs. Ross shared pertinent information regarding recent School Board activity. Mrs. Ross reported that the ground breaking for the High School was held on April 21. Unfortunately, very shortly after that date, two individuals have filed a suit (complaint) with the state regarding the construction of the high school. This complaint stems back from the original plan and is regarding not receiving enough “public input meetings” to move forward with the construction. Mrs. Ross reported that if this lawsuit moves forward, it will cost the residents of the Township a lot of money, as the design process will need to begin all over again. She also explained that there is a possibility that this would also cause litigation with the contracts that have already been signed for the construction. Mrs. Ross stressed that the public is behind this project. Mrs. Ross reported that the Manheim Township Education Foundation is interested in working together more with the township (e.g., amphitheater/outdoor classroom facility for teachers, compilation of marketing).

**IX. Museum Board Report** – Mr. Keene distributed the updated Boettcher House Museum programs that will be held for 2006. Commissioner Keebler asked about the Commissioners using the Boettcher House for a Resident Ice Cream Social. Director Lovelette explained that the facility is rented through the Parks office.

**X. Director’s Report** - Enclosed.

**XI.** With no further business to discuss, the meeting was adjourned at 9:20 p.m. by Mr. Miller. This motion was seconded by Mr. Keene.

Respectfully submitted,

Lorri A. Haney