

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING MINUTES

June 6, 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, June 6, 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, Miller & Ross. Also present was Commissioner Keebler. Two (2) guests were also present: Amy Mumma, 1013 N. Lime Street, Lancaster, PA and Jennifer Cole, 723 State Street, Lancaster, PA.
- II. **Review and Approval of May 2, 2006 Minutes** - Mr. Miller made the following minor corrections to the May 2, 2006 Minutes: Item II. Review & Approval of April 4, 2006 Minutes - Last word (in parentheses) should read (**Section** III.) instead of Second III.; and Item IV. Comittee Reports, Public Relations Committee Report - Second sentence should read **Mr. Miller** shared the ad for Overlook Falls Clipper Stadium Play bill (not Mr. Laubach). Mr. Miller then made the motion to approve the May 2, 2006 Minutes as amended. Mr. Keene seconded this motion, to all ayes.
- III. **Treasurer's Report** – Mr. Miller reported on the monthly reports that were included in this month's packet. Mr. Miller stated that revenue was tracking as expected for this point in the year. On the expenditure side, Mr. Miller reported that the Leisure account was at 23%, Parks account is 27% and each expenditure category was a few percentage points under budget (for a third of the year completed). Mr. Miller asked Director Lovelette why on Sundays, May 16 and May 30 there was no income generated at the Overlook Activities Center. Are there some Sundays that are not open during the month? Director Lovelette explained that May 30th weekend was the set up for the Library Book Sale. Mr. Miller also asked about income that was posted to Skyline Pool Admissions for Thursday, April 20 (in the amount of \$916). Director Lovelette reported that this amount was posted to the wrong account. Mrs. Ross noticed that the alcohol purchase for the month of April was significantly higher. Director Lovelette explained with increase play at the Golf Course and the beginning of Golf Leagues, alcohol consumption goes up considerably. Ms. DeSha asked if attendance goes down during the month of April at the Activities Center. Director Lovelette explained that if the weather outside is nice, attendance "inside" drops. Ms. DeSha also asked why \$42,000 was deposited into the parks capital reserve account. Director Lovelette explained that these were mandatory dedication fees (paid in lieu of land by developers). Ms. DeSha also asked what \$19,700 paid to Philadelphia Turf. Director Lovelette explained that it was a utility cart that was purchased. Mrs. Keebler asked how concession inventory was transferred. Director Lovelette explained that an inventory has been assessed and valued and Keares is purchasing at valued price. Mrs. Keebler asked if Overlook (66%) and Skyline (63%) Memberships were tracking the same as in previous years. Director Lovelette explained that memberships will continue to be sold in to August. Mrs. Keebler also stated that a lot of school/scout children's activities are using "other" facilities instead of our own (Skating, Mini-Golf). Director Lovelette stated that additional marketing is needed to promote the Activities Center. Director Lovelette prepared a three year comparison spreadsheet for revenue that Commissioner Keebler requested (at last month's meeting). He questioned Commissioner Keebler if this is what she was looking for. Commissioner Keebler stated that the spreadsheet was "great". Director Lovelette will prepare this spreadsheet on a monthly basis for review. Commissioner Keebler stated that she has instructed the Finance Department to list (by line item) Keares Concession revenue on the G/L reports.
- IV. **Committee Reports:**
Facilities Committee - Mr. Keene asked board members to comment on this month's parks review (Community & Reidenbaugh).

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IV. Committee Reports: (Cont'd.)

Community Park - Ms. DeSha commented that she had visited Community and reported that the sand and wood carpet needed to be replaced. She also reported that the sand digger was still broken. Director Lovelette reported on the status of the rebuilding of two of the pavilions (Rotary and Sertoma) at Community Park. Director Lovelette explained the old pavilions were torn down over the winter months, to be replaced and operational by the beginning of May. The Rotary Pavilion's concrete pad had cracked and there were two levels in the concrete. It was decided to move this pavilion across the road which has now created a planning and zoning issue. Approval should be received to continue after the Commissioners' meeting next Monday (6/12) night, Director Lovelette explained. Director Lovelette reported also that pavilion rentals that had been taken for Rotary and Sertoma pavilions for the months of May and June had to be contacted, rescheduled for alternate pavilions. Their rental fees have been refunded. Ms. DeSha asked if locks should be on the ball boxes at Community Park. During her visit to the park, she noticed that there were no locks on the boxes. Director Lovelette explained that these boxes should be locked, and that the locks are the property of the MTBSA.

Ms. DeSha asked what the status was on the Stoner House (located on the Foundation Property and owned by the Manheim Township Historical Society). Director Lovelette explained that the Commissioners have agreed to spend up to \$50,000 for roof and porch repair. Commissioner Keebler stated that information was not correct. Commissioner Keebler stated that she told Charlotte Fisher to present a business plan (as nothing was in writing at this time). Commissioner Keebler stated that a grant has been received (\$25,000) towards the renovation of this project. She also stated that if the \$25,000 is spent, the project must be completed. Ms. DeSha also reported that the bikeway sign at the Overlook Community Campus was down.

Mr. Keene requested that funds for two (2) new backstops be included in the 2007 Budget requests.

Parks slated for review for next month are Overlook & Skyline Parks (Pools).

Personnel Committee – Mr. Gard had no report.

Program Committee – Mr. Miller had no report.

Public Relations Committee – No report.

Finance Committee – No further report.

V. Old Business

Comprehensive Plan Status Update:

Overlook Community Foundation Report – Chairman Bohan reported that there was no quorum for the last meeting, but discussion was held with the public that were there to attend the meeting. This discussion focused on the O.W.L.S group. Commissioner Keebler stated that there is a written agreement with the Township and the O.W.L.S. group. Mrs. Ross stated that this group is not associated with the school district.

WebTrac Update – Director Lovelette reported that Robin Church (IS) reported that with the focus on the pools and mini-golf opening this past month, no further development on WebTrac installation took place during the past month.

Susquehanna River Basin Commission (SRBC) Pumping Test - Director Lovelette reported that the report done by Geo Services has been completed and received by us. The conclusion of the testing on the Foundation well produced that continual pumping of 94 gallons per minute for four months without recharging would not impact the Santaniello well in any way. A thorough review cannot be completed by SRBC until September. They will let water use continue until then. A complaint has been received by SRBC that irrigation has occurred during a rain event. Director Lovelette reported that sensors are being checked to see if the reason this happened was due to a faulty sensor.

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VI. New Business

Pool Opening – Director Lovelette reported that Skyline Pool’s opening weekend was very well attended. With the weather being so hot, the pool was very well attended. Director Lovelette reported that we had a Risk Management inspection at both pools and the one comment that was received by him was that face shields were needed in the filter buildings. A shed was delivered to Skyline Pool.

Overlook Falls – Chairman Bohan reported that there were reports in the packet for review. Director Lovelette explained that three rocks have been added to increase the course difficulty. Also added for this year was additional landscaping (with the completion of the barn renovation). Director Lovelette further explained that attendance is climbing.

Chairman Bohan announced that the amended Use of Park Facilities has been replaced. Mrs. Ross asked what firearms can be used in designated areas means. Director Lovelette explained that there are no designated areas.

Correspondence - Enclosed.

Guests Amy Mumma and Jennifer Cole representing Dutch Land Roller Derby (League) explained that they were attending the meeting to obtain information on using the Overlook Activities Center for their practices and events. They practice three days per week for 2 hours each practice. In addition to practices there are bouts (events) that occur from April through October (once per month). Chairman Bohan encouraged the girls to formulate a business plan and come back to present that plan to the Board.

VII. Commissioner’s Report – Commissioner Keebler reported that on the last Commissioner’s Meeting. She explained that discussion was held on the Stoner House (which she previously reported on), and further discussion on the Library. Commissioner Keebler stated that she would like this to be a referendum item, so people could vote on it. She further explained, that before that can occur, all of the Commissioners must agree on the plan. The Joint Venture Agreement (w/ Keares) regarding the alcohol permit was also discussed.

VIII. School Board Report – Mrs. Ross shared pertinent information regarding recent School Board activity (distributed May 2005/2006 highlights). Facilities Studies are being prepared for the elementary schools, anticipating future growth.

IX. Museum Board Report – Mr. Keene reported that Gail Haldy will be coming back on to the Museum Board. Mr. Keene announced that there was an upcoming program (Birding program next Sunday) at the Boettcher House.

X. Director’s Report - Enclosed.

Mrs. Ross questioned how the Hershey Track & Field Meet went (held June 3). Director Lovelette reported that the meet was combined with Lititz and approximately 30 athletes participated. Director Lovelette gave a brief update of the Hershey Track & Field program.

XI. With no further business to discuss, the meeting was adjourned at 9:32 p.m. by Mr. Miller. This motion was seconded by Mr. Keene.

Respectfully submitted,

Lorri A. Haney