



## ***West Hanover Township - Park & Recreation Board Meeting Minutes***

628 Walnut Ave. Harrisburg, PA 17112

**Type of Meeting:** Regular Monthly Board Meeting

**Invitees:** None

I. **Call to Order:** Meeting called to order by Jeff Holt at 7:00 pm. Jeff welcomed the new board member, Marc Ehnot, to the Board.

II. **Roll Call:** Jeff Holt, Chairman; Rebecca Schwartz, Vice Chairman; Gloria Zimmerman; Debbie Hetrick; Wade Cope; Marc Ehnot

III. **Absent:** None

IV. **Also in attendance:** None

V. **Approval of Minutes:** Rebecca Schwartz made a motion to approve the minutes from the regular monthly meeting held on January 18<sup>th</sup>, seconded by Jan Bahret. Motion passed unanimously with Marc Ehnot abstaining.

VI. **Public Comment** – None.

VII. **Board Presentations:** Don Holmes was present to make the following presentations to the Board:

- Don shared his progress with sponsorships and highlighted a \$2,500 from Hoffman Ford. \$1k for Community Day, \$500 Strawberry Social, \$500 Pumpkin Carving, \$250 Movie Night, \$250 Music in the Park.

- Don presented the true costs of sending out the festival booklets with the Board and suggested that we move in a different direction. The cost is too high for the return. Jan suggested a tear out from the quarterly newsletter. Don noted that social media, eNewsletters and the quarterly newsletter would be utilized for advertising the Community Day.
- Don gave the Board an update on the concession stand upgrades. Houck Manor is nearly completed. Hopes to have bathrooms fixed up at Houck Memorial by opening day.
- Don gave a rundown of the meeting he had prior to the Board meeting with Mike Yutesler, President of the WHBSA. They had a great conversation about field work needed for 2017. They also signed the 2017 agreement which will be forwarded to BOS for final signatures.
- Senior Luncheon update – expanding the day for social time and afternoon activities. Now open from 10 – 4. Received anonymous donation for door prizes for senior events. Mrs. Hetrick volunteered to come and assist with Bingo and senior day.
- eNewsletter update – Over 750 people on the email list. Lots of great feedback on the content. Jeff Holt complimented the design and content of the eNewsletter.
- Fairville Pk. Update – Finalizing quotes for playground equipment. Hope to install by mid-summer. Mrs. Hetrick asked if there would be an option to purchase the old equipment. Don stated that he didn't think that would be a problem but would seek clarity closer to that time.
- Don provided a recap of the first rental with alcohol service. Don was onsite to oversee the service. The event was catered by Ted's Bar & Grill and they did a fabulous job serving in a responsible manner. Don noted that we need to move forward with cigarette butt depositories that can just be brought out prior to special events.
- Eagle Scout projects – 2 Eagle Scouts that Don & Jeannette are working with on projects at Houck Manor Park and Fairville Park.
- Don informed the Board that a CPR / First Aid / AED training was held and all P&R employees are now up to date on certifications.

- Evacuation Center – Don, Dan & Jeannette attended a Red Cross Evacuation Center Certification training and have formulated a plan in the case of an emergency where the Rec Center was needed.

## VIII. Old Business

- Comprehensive Plan – Work in progress. Don meeting with HRG to discuss options and accessibility to cad drawings and computer files. Possibility of executing under professional services line per Mr. Rosario.
- Steel Doors – Houck Manor & Houck Memorial concession stand doors that need to be replaced. Waiting for final bids to compare quotes and present to the Board.
- Fee schedule – Don proposed an update to pricing for 2017. Discussion was held as to how resident pricing should be structured. Don also presented lower fees for security deposits. **Changing from \$250, \$125 & \$50 to \$100, \$50 & \$25. Motion made by Debbie Hetrick to lower the security deposit fees, seconded by Jan Bahret. Motion passed unanimously.** The Board asked Don to work on another draft of an updated fee schedule that has slightly higher pricing, add on fees (including pa system, kitchen, cooking or staging) and options, and single price list with resident price considerations built in.
- Mowing – Bid closed. Any bids will be presented at the next BOS meeting for approval.
- Ped Path – Mrs. Schwartz presented to the Board the history of the ped path plan. She asked if Mr. Mike Geppert or Mr. Tom Stewart has a copy of the ped path planning book. Don will follow up with them to see if they still have the books. Rebecca presented the costs that were voted down by the BOS years ago that halted the project. Discussion was held as to how the Board can move forward with the project without it being shut down again. By remapping it and doing it in smaller stages, adjoining parks that are very close rather than carving out the entire job of joining far away parks, it will be much more feasible to gather support and move forward with. Rebecca will make a presentation to the BOS whenever the special ped path workshop is scheduled.

## IX. New Business

- Parkview @ Birch Run Development – This project, that was presented months ago to the Board, is moving forward again. Mr. Von Neida asked that the Board consider the

plan put forward by the owner / developer and make a recommendation to the BOS if in favor. Don will work with them to see if they can come present to the Board at the upcoming meeting.

- Rec Center Promotion – Jan Bahret asked that we start ramping up our advertising efforts for Rec Center Rentals. Don suggested that we wait until we have an approved, updated fee schedule before moving forward with promotion.

#### **X. Upcoming Events**

- Discussed upcoming events and excursions.

#### **XI. Board Comments - None**

**XII. Adjournment** - Motion made by Mrs. Hetrick to adjourn meeting at 8:28 pm, seconded by Mr. Cope. Motion passed unanimously.

#### **XIII.**