

WEST HANOVER TOWNSHIP BOARD OF SUPERVISORS
7171 ALLENTOWN BOULEVARD, HARRISBURG, PA 17112
MONDAY, JULY 7, 2014

WORKSHOP SESSION

CALL TO ORDER – 6:00 p.m.

Chairman Klein called the workshop to order at 6:00 pm.

ROLL CALL

Harold Harman, Supervisor
Jay Megonnell, Vice Chairman
Gloria Zimmerman, Supervisor

Adam Klein, Chairman
Don Steinmeier, Secretary-Treasurer

Parks & Recreation Board Members Present: Jeff Holt, Tom Stewart, Rebecca Swartz, Linda Turns
Staff Present: Dixie Fesig

PUBLIC COMMENT: None

OLD TOPICS: None

NEW TOPICS

Parks & Recreation Board- Ms. Turns commented that she has requested a spreadsheet from Mrs. Fesig for the past two years regarding the financial condition of the recreation department. She wants to know the cost of maintaining the building. Mr. Rosario stated that he is going to present a six month financial report to the Board of Supervisors and will forward a copy to the Parks & Recreation Board. Mr. Holt asked the Board what direction they want the Parks & Recreation programs to go, should they make money, break even, or offer free programs. There was general discussion regarding the programs. Mrs. Zimmerman commented that the Parks & Recreation department should provide a service to the residents, but not necessarily make money from the programs. She brought up that the recreation/community center needs to be utilized for more rentals in order to bring in income. There was discussion regarding how much time the Parks & Recreation Board needs to volunteer at programs and events and the need for residents to volunteer. There were suggestions to have volunteer sign-up sheets at the senior lunch program and to place a form in the newsletter for residents to return to the Township. Mrs. Zimmerman suggested contacting the high school to see if there are students who need to volunteer for community service hours. Mr. Steinmeier suggested contacting the baseball program to discuss the waiver of the \$2,500 fee in return for volunteers. He asked Mrs. Fesig for a recreation/community center rental report quarterly. There was discussion regarding the rental policy. Currently there is no use of the kitchen appliances and no alcohol allowed on premises. There was discussion regarding use of the kitchen, allowing caterers to use the kitchen, and allowing alcohol to be served with the proper insurance liability. Mrs. Zimmerman suggested that the Parks & Recreation Board make a recommendation to the Board to revise the rental agreement. Mrs. Zimmerman brought up the following maintenance/repairs issues: (1) The paint in the men's restroom is peeling (2) The back stairway should have rubber stripping installed (3) The light in the kitchen where the fan was needs to be replaced (4) The three bay stainless steel sink is rusting. Mr. Harman brought up the final inspection

of the building, Mr. Rosario stated that he is setting it up. Mr. Steinmeier remarked that a wireless PA system needs to be installed. There was discussion if the Parks & Recreation Board should have seven members instead of five members. Mr. Steinmeier brought up the staffing of the recreation/community center. Mrs. Fesig said the buzzer to enter the building is located in her office, if she is not in her office she can't hear the buzzer. The hiring procedures were discussed; Mr. Rosario stated interviews will be held on Wednesday for the part-time maintenance positions. Mr. Holt remarked about the interest rate on the FILO account located at Fulton Bank. He asked if the Board shopped other financial institutions for the best interest rates. Mr. Steinmeier said some funds are invested with Mid-Penn Bank but not the FILO account. Mrs. Zimmerman hopes that the Parks & Recreation Board will work together as a team. Mr. Steinmeier asked if there will be a standard rental fee for Township organizations. Mr. Holt said the problem with offering reduced rates may take away from higher paying rentals. Mr. Megonnell asked if the office will be staffed from 8:00a-4:00p; Mrs. Fesig confirmed the office will be staffed Monday to Friday from 8:00a-4:00p. Mrs. Swartz commented that some residents do not know where the recreation/community center is located; she suggested a sign be installed. Mr. Harman said there are street signs for the center. The Parks & Recreation Board made a recommendation to the Board of Supervisors to change the Parks & Recreation Board from five members to seven members.

Mrs. Zimmerman moved, seconded by Mr. Steinmeier to accept the recommendation to change the Parks & Recreation Board from five members to seven members. Motion passed unanimously.

OTHER BUSINESS: None

ADJOURNMENT: 6:50 PM