

**LOWER PAXTON TOWNSHIP
PARKS AND RECREATION BOARD
MEETING MINUTES
JANUARY 6, 2021**

Members in Attendance

Neal Johnson
Jim Seidler
Mayur Patel
Bob MacIntyre
Angela McCloskey
Stan Smith (late arrival)

Also in Attendance

Rachelle Scott, P/R Manager

Absent

Kirby Lentz

CALL TO ORDER

Chairman Pro Tem Rachelle Scott called the January 6, 2021 meeting of the Parks and Recreation Board to order at 7:16 pm in Room 174 of the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, PA.

RE-ORGANIZATION

Mr. MacIntyre made a motion to recommend the existing Chairman Neal Johnson, Vice Chairman Jim Seidler, and Secretary Mayur Patel for 2021. Mr. Seidler seconded the motion, and it was followed by a unanimous vote of approval.

PUBLIC COMMENT

There was none.

GREENWAY COMMITTEE CANDIDATE MIKE EMANUEL

Mr. Emanuel was not in attendance due to a family emergency. Ms. Scott stated Mr. Emanuel still plans to serve on the Greenway Committee and will attend a later meeting.

APPROVAL OF DECEMBER 2, 2020 MEETING MINUTES

Mr. MacIntyre made a motion to approve the December 2, 2020 meeting minutes. Mr. Seidler seconded the motion. The motion was approved with Mr. Johnson, Ms. McCloskey, Mr. MacIntyre, and Mr. Seidler approving the motion. Mr. Patel abstained.

FINANCIAL REPORT

The Board reviewed the November 2020 financial report provided by Ms. Scott. She noted she will provide a report each month that is a synopsis of the worksheet we receive monthly. The Board agreed this was a great document to get a general sense of the finances.

Mr. MacIntyre asked if the financial report reflects Fee-in-Lieu money already received. Ms. Scott replied that is correct. Mr. MacIntyre asked if there is any fee-in-lieu money remaining in other accounts from past years. Mr. MacIntyre stated that prior to the current Saldo, a builder would give the Township fee-in-lieu money that had to be spent for a specific park. Mr. Seidler agreed that is not the policy in the new Saldo. Discussion followed regarding what happens with fee-in-lieu money that is not spent. Mr. Mayur also stated the \$150,000 Fee-in-lieu figure listed in the budget is a best guess of the amount of fee-in-lieu money that will be received.

Mr. Patel questioned if the "Salary" line item includes only Parks and Recreation employees or any portion of the Township maintenance employees' salaries. Ms. Scott replied it includes only Parks and Recreation employees. Mr. MacIntyre asked if instructors are paid from this line item. Ms. Scott replied the line item includes management, program personnel (Day Camp, basketball program, park rangers, clerical, and employee longevity). "Instructor" pay is listed under recreation and includes both payroll and 1099 employees.

Mr. Patel questioned the Park Escrow line item. Mr. MacIntyre asked if Wolfersberger Park has been paid off and noted that those payments might be included in the Park Escrow line item. It was confirmed that the park has been paid off.

COMMUNITY SURVEY

Ms. Scott distributed an updated survey. She noted that it was updated with help from a Penn State grad student, Uttam Paudel. She also noted he requested to be included in the meeting by phone. Ms. Scott called Mr. Paudel. The Board reviewed the survey. Mr. Paudel stated the survey needed only minor editing. Mr. Patel questioned the choice of answers in the section regarding "how significant the quantity and quality of the Township's parks are in making your decision to move into or continue to reside in the Township." After discussion, it was decided to re-word the question to read, "On a scale of 1 to 5, (5 being very significant and 1 being not significant at all), how significant were/are the quantity and quality of the Township's parks to you in making your choice to move into or to continue to reside in Lower Paxton Township?"

Mr. Patel stated there is a typographical error in the first question. "5 & under" is listed twice.

Mr. Patel suggested numbering the questions, and the Board agreed.

After discussion regarding Question #3, it was decided to change the last line to read "Other open space area in Lower Paxton Township:"

Ms. McCloskey suggested that Question #5 be changed to read "assistive equipment" instead of adaptive equipment.

Mr. Johnson questioned accessibility. After discussion, it was decided to add "Accessibility – Please explain" to Question #5.

Ms. Scott stated the timeline and method of distribution needs to be established. She noted it had been discussed that distribution would take place in April. Ms. Scott stated she would meet with Mr. Paudel to discuss the different methods of distribution that could be utilized. Ms. Scott stated she would contact Mr. Paudel this week to confirm changes and distribution. Mr. Paudel stated that the professor would be assigning another student for the survey data analysis after the surveys are returned. Mr. Paudel offered to assist with any needs the Board might have.

PARK UPDATES

Ms. Scott stated she is working with the Township Finance Department to remove Oak Park from paying taxes since the trail has been completed.

Mr. Seidler asked if there was an update on the opening of Friendship YMCA. Ms. Scott replied it is tentatively scheduled to open next Friday, but that depends on the completion of the gym floor. Mr. Seidler asked if the YMCA will participate with the Silver Sneakers insurance program. Ms. Scott replied they will participate with Silver Sneakers and Silver and Fit. They will not participate with Healthways Prime insurance. Ms. Scott stated she will be visiting the facility because she is working with members of the Senior Center and their Knitters and Crocheter's group that will be taking place in the East Annex. The Senior Center remains under the Township operation. The Senior Center is not yet ready to open fully based on their high-risk members. They have requested to bring in certain groups to slowly allow their doors to reopen. Their lease agreement runs until 2023.

ARTS COUNCIL ACTIVITIES

Mr. Smith stated the Arts Council did not meet. He noted the members decided not to meet yet and are interested in meeting online. Ms. Scott replied she was given approval to move ahead with a virtual meeting. She noted the Township does not have a Zoom account, and the free zoom account only allows 40 minutes. Mr. Smith stated he has a free Zoom account and offered his assistance.

GREENWAY COMMITTEE ACTIVITIES

Mr. Seidler stated there was no meeting. The “Public Road” sign has been installed at Oak Park Trail. He noted the gate should now be open at all times. The trail is officially finished.

Ms. Scott informed the Board that the Greenway Committee will have three vacancies after Mr. Emanuel is officially added. Discussion followed.

COMMUNITY ENGAGEMENT COMMITTEE ACTIVITIES

Ms. Scott stated there are four vacancies on the CEC. She noted that a person must serve on one of the other Boards to serve on the CEC. It is a priority to fill the Greenway Committee vacancies. The Arts Council has enough members currently. The goal is to get the Boards’ vacancies filled to be able to start filling CEC vacancies.

Mr. Johnson questioned if planning of the 5K Race for this year will continue. Ms. Scott replied since there is no CEC due to vacancies, she would like to meet with the three remaining members to see what could be done to have the race. Prior to having the vacancies, staff was going to try to work through COVID restrictions and still have the race. The Board discussed the possibility of having a virtual race and discussed how they worked.

OTHER BUSINESS

Ms. Scott stated Mr. Lentz has asked her if the money from the Buchanan Tract sale will be put back in the Park and Recreation budget. She noted she discussed this item with Township Manager Bradley Gotshall. Mr. Gotshall informed her the Board of Supervisors had not yet decided if the funds will go in the Parks and Recreation budget or the General Fund.

Mr. MacIntyre requested that Ms. Scott write a letter on the Board’s behalf to Ms. Bauknight thanking her for her service.

ADJOURNMENT

The meeting adjourned at 8:15 p.m.

Respectfully submitted,

Kathryn A. Sawyer

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Recording Secretary