

**East Hempfield Recreation Authority**  
**January 29, 2020 6:30pm Four Seasons Banquet Facility**

The East Hempfield Township Recreation Authority was called to order at 6:30pm by Chairman Ryan Lundy.

**Members in attendance:**

Attending: Ryan Lundy, Steve Ulrich, Doug Brubaker, Dan Trump. Mike O'Brien participated via phone.

Absent were Dave Lounsbury and Tom Bennett

**Others in attendance:**

Cindy Schweitzer, Township Manager, Joe Robinson, Finance Director, Terri Morton and Jim Micilcavage, Four Seasons Golf and Scott Russell, Board of Supervisors.

**Visitors Business:** none

**Reorganization**

The Board reorganized as follows:

Chairman – Ryan Lundy on motion by Mr. Ulrich and seconded by Mr. O'Brien

Vice-Chairman – Mike O'Brien on motion by Mr. Brubaker, seconded by Mr. Ulrich

Secretary – Steve Ulrich on motion by Mr. Brubaker, seconded by Mr. Lundy

Treasurer – Dan Trump on motion by Mr. Ulrich, seconded by Mr. Brubaker

All appointments were unanimously approved.

**Committee Reports:**

**Lease Negotiation Committee**

**Lease**

Mr. O'Brien explained his suggestions for square foot lease pricing as generally industry practice. Cost of leasing is generally not greater than 10% of gross revenues. Since there appears to be no interest in the Township or Recreation Authority investing any significant dollars into the facility the rental space is as is.

A few items need clarification: What space is being considered

What impact does this have to the Course Liquor License

What happens to the remainder of the space

Mr. O'Brien and his architect friend from Philadelphia will be visiting the facility to review square footages of the rooms and to further discuss the best possible use of the space.

**Newfangled**

Mr. Lundy reported that he continues to have contact with Newfangled. He noted that their Chef recently resigned so they have been busy making adjustments but are still interested in Four Seasons.

**Turkey Hill**

Mr. O'Brien reports that he has not heard back from his contact regarding Turkey Hill's level of interest in developing the corner property.

### Facility Infrastructure

Mrs. Schweitzer explained to the group that they authorized staff to stop taking banquet reservations after 12/31/2020 and added that the HVAC system in the banquet area needs substantial work. The Township and the Authority need to make decisions on the facility so that there is a clear direction for the future of the facility so that necessary decisions and funding can be secured.

Estimates from Haines Mechanical, (they have been maintaining the HVAC units at Four Seasons for years) were reviewed by the group.

- Snack Bar- They reported that there is a potential need to replace the AC system at the snack bar, \$4,682. Mr. Haines noted that it could be less if after troubleshooting an existing leak is located.

Motioned by Mr. Brubaker, seconded by Mr. Trump to authorize the work be done by Haines Mechanical on a time and material not to exceed \$4,682 subject to his findings outlined in his disclaimer paragraph contained on his quote.

- Banquet area – Mr. Haines also provided the group with a ball-park estimate to replace the 7-roof top units in the banquet area, \$92,055. This estimated was requested to facilitate discussion on what direction the Authority desire to take knowing that there is a \$100,000 capital expenditure looming in the near future.

The Authority understands the need for capital improvements to the facility but would like to have a better understanding of the adaptive reuse of the buildings before such a substantial decision is made to move forward.

**Action Items:** none

### **Old Business:**

Cell Tower – Mrs. Schweitzer reports that the Wireless Facilities Ordinance is again moving forward and will be reviewed by the Planning Working Group in February with the hopes of moving it through the review process in March. The current draft has a provision to allow cell towers on municipal owned property. This would relieve the Township of the zoning requirement but would still require compliance with all other standards for design.

### **New Business:**

Authority members – Mr. Russell provided explanation regarding the Board of Supervisors changes to the Authority members:

- Mr. Russell is stepping down from the Authority and he will be replaced by Tom Bennett.
- Doug Brubaker, while no longer a Supervisor, has agreed to be appointed as an at-large member of the Authority.

The net effect will be one rather than two supervisors serving on the Authority.

Year end report were provided by Mr. Micilcavage.

Year-end budgeting report – Mr. Robinson noted that the Golf Course exceeded their budgeted income and stayed within their budgeted expenses. He noted income was ahead of projections by \$35,000. A profit and loss statement will be provided to Authority members.

**Minutes:**

Motioned by Mr. Ulrich, seconded by Mr. Lundy and carried by a vote of 5-0 to accept the minutes as presented.

**Public Comment:** none

**Adjournment:** Motioned by Mr. Ulrich, seconded by Mr. Lundy and unanimously carried to adjourn the meeting at 7:30pm.

Submitted by: Cindy Schweitzer  
Township Manager/Secretary