

Marion County Parks And Recreation Commission

_April 21, 2025_____ – Regular Meeting Minutes

6:00 PM CVB Conference Room

COMMISSIONERS

PRESENT:

Jay Ford, President
Robert Brookover, Vice Pres.
Craig White, Secretary
J. Philip Burton, Treasurer
Jimmy Bledsoe
Tracy Evans
Rick Garcia
Cathy Maxwell
Josh Rice
Dave Shaw
Frank Moore

STAFF

PRESENT:

Tony Michalski, Director
Tina Mascaro, Sports Management Director

GUESTS:

Linda Shelosky

I. Opening of the meeting and approval of minutes

The meeting was called to order at __6:00_p.m. by _Jay Ford__(President).

Community member – Linda Shelosky spoke on behalf of the older population that utilizes pavilion 1 at East Marion (and any pavilion that MCPARC oversees). She noted that it is hard for them to get into the picnic tables and they are also too close together for wheel chairs and walkers to get through. Tony noted that we would get them spread out so it would be easier for them to maneuver around.

Bob mentioned that you can get a bench (from Amazon) that folds open to one side of a table, and you put two of them together to make a table. Tony said he'd look at them.

Jay mentioned that you can mark one end of tables handicap accessible.

The motion was made by ___Cathy Maxwell_ and seconded by _Josh Rice_ for the **approval of the minutes** for _March 2025___. Motion Carried ___X_____ Motion Denied _____

II. Financial Report for _March 2025____

Phil questioned if we should have received a levy check – Tony said 'yes', it came after the budget was printed and was ~\$180,000. Tony expects at least ~250,000 additional funds to be coming in which would put us where we need to be for the start of the summer season. Phil noted that we are ¾ thru the fiscal year and some line items were over and some under, but the bottom line was still balanced.

The motion was made by __Rick Garcia__ and seconded by __Craig White_ for the **financial report and invoices** for __March 2025__. Motion Carried __X__ Motion Denied _____

III. Committee Reports

- a. Program and Planning
- b. Finance
- c. Nominating
- d. Personnel

IV. Director's Report

- a. Community Grant Program – all grant recipients have been notified outlining the parameters of the program. A sample letter was included in the board packet for review. Many have begun their projects already and several have already completed theirs.
- b. MCPARC Audit – Tony distributed a copy of the fiscal year audit ending 2024 to all board members. A copy was also submitted to the Marion County Commission. There were no significant findings that needed worked on. Our bookkeeper did an excellent job preparing for the audit and having everything in order. We have the option to have a post-audit conference. BHM is also under contract to do our next years audit, as well as the single audit that we will need to do because of the federal money that we received this year.

The motion was made by __Bob Brookover__ and seconded by __Rick Garcia_ for the **approval to waive the option to have a post audit conference based on the audit having no issues or findings that needed adjusted**__. Motion Carried __X__ Motion Denied _____

The motion was made by __Josh Rice__ and seconded by __Cathy Maxwell_ for the **approval of allowing Board Treasurer – Phil Burton – permission to sign the Representation letter needed by the audit company** _____. Motion Carried ____X____ Motion Denied _____

- c. The renewal checklist for WVCORP that was submitted for MCPARC's 2025-26 insurance was included for review.
- d. A rendering of the Middletown Commons Project that was distributed by CEC at the White Hall Town Council meeting on April 14th was included and a full-size copy was available for preview. White Hall has formed a committee and would like MCPARC to do the same before we meet with the Biafora's about moving forward with the project. Discussion was held and all board members will be invited to sit on the committee. Frank noted his concerns about drainage being done properly under a turf, and discussion was held about adjustable bases and portable mounds being used so multiple age divisions could use the baseball/softball field.
- e. Tony sent a letter of request for funding to the Marion County Board of Education on April 7th and a copy was included in the board packet for review. 13 Marion County sports teams use MCPARC facilities.
- f. Thrasher had before and after photos taken of the MLR project and some of them were included in the board packet. Fairmont Little League held their opening day ceremony on April 12th and both Tony and Tina were in attendance. Tony gave the opening welcome and publicly thanked the community and the County Commission for their support of the project. We anticipate the final landscaping and asphalt repair to be completed by the end of the month. Veritas completed their last change order and the last payment will be sent out.

- g. Wednesday, April 9th was Parks and Recreation Day at the Capitol. Tony attended and had a display table set up showcasing all the MCPARC offers. Delegate (and board member) Rick Garcia gave Tony a tour of the Capitol Complex. Pictures were enclosed in the board packet.
- h. Both pools are on track to begin filling the first week of May to be ready for opening day May 24th. MCPARC is hosting a lifeguard certification class on the weekend of April 25th. Enclosed in the board packet was an information sheet for the WV Division of Labor inspection of both water slides.
- i. The 26th Annual Family Fishing Day will be held April 18th at Curtisville Lake.

V. Sports Management Director Report

- a. Community Engagement
 - i. MCPARC donated 2 free admission passes to Guyses Run Fishing Park, and 5 two for one passes to both the Wave Pool and the 12th Street Pool to the National Youth Advocate Program for their Easter Egg Hunt Celebration.
 - ii. I spoke to the Leadership Marion Class 42 on April 3rd informing them of all that MCPARC offers in the way of leisure and recreation in Marion County.
 - iii. Collaborated with the City of Fairmont Fire Department to repair one of the flag poles at MLR park.
 - iv. Collaborated with FirstEnergy Green Team and planted shrubs, trees, and pollinators at Hutchinson Park.
 - v. MCPARC donated 2 for 1 daily pool passes to East Fairmont Middle School's East Eggstravaganza event to be used as prizes for the kids participating in the event.
 - vi. Both Tony and I attended FLL's opening day event. Tony kicked off the celebration with thank you's to the County Commission and the community for supporting the MLR project.
- b. Programs
 - i. All fields are at max capacity for scheduling.
 - ii. Organized and scheduled a lifeguarding class through the American Red Cross to be held the weekend of April 25th. Any participant who gets the certification and works for MCPARC the entire summer season will have the cost of the certification reimbursed to them.
 - iii. 26th Annual Family Fishing Day to be held at Curtisville Lake on April 18th. The DNR will be in attendance and stock while the event is going on.
 - iv. Celebrate Trails Day event April 26th with MCPARC hosting events on the Prickett's Fort trailhead to include a 5K run sponsored by FSU Cycling Club, a Memorial Workout, a kids scavenger hunt and a trail clean-up. The City of Fairmont will host events on the Winfield trailhead.
 - v. Kids Day at Guyses Run co-sponsored by the Town of Whitehall and Burks Bait and Tackle will be held May 3rd. Free fishing for all children and their families from 10:00 am – noon with a cookout to follow.
 - vi. Guyses Run Fishing Park officially opens April 26th with open days Wednesday, Friday, Saturday and Sunday.
 - vii. The MCPARC Community Garden open house is April 13th and will officially open May 1st. Beds can be purchased online for \$35.

- viii. MCPARC bus trip May 10th to Fallingwater, the casino at Nemaacolin, and the Christmas Shop. May 31st bus trip to Sight and Sound Theater in Lancaster and Hershey Farm Restaurant.

VI. Maintenance Report

A list of projects completed by the maintenance team for the month of March was included in the board packet. As we prepare for the summer season the list of projects increases as well as trying to keep up with the mowing of all parks and fields. Seasonal maintenance staff have been hired. A drone was purchased, and Aaron (maintenance) has learned how to use it. He will be taking pictures of all our facilities so we can get them posted on our website for people to view. The crew attempted to go plug the football field at EFHS but it was locked and they couldn't get on it. The plaque for Tipi's Tower at MLR has been put back up.

VII. New Business

April 1st marks 25 years that Tony has been with MCPARC, he will have a 25-year progress report at the next meeting.

Staff training was held and mower safety training (with a test for completion) was discussed. The employee handbook was reviewed, and policy and procedures were discussed. New employees were introduced.

We held a walk-thru of the Bunner's Ridger property today; all utilities are currently turned off. The committee needs to meet soon to start planning for that property.

Tina shared a thank you note from the family of Butch Tennant

VIII. President's Remarks

Welcome back to Frank Moore who was appointed by the County Commission to fill Butch Tennant's seat on the board.

IX. Around the Horn

- a. **J. Bledsoe** – no comment
- b. **R. Brookover** – no comment
- c. **P. Burton** – no comment
- d. **T. Evans** – no comment
- e. **J. Ford** – no comment
- f. **R. Garcia** – noted that Jayenne field is lined but no goals; Tony stated that Jayenne schedules that field themselves and does the maintenance for it.
- g. **C. Maxwell** – no comment
- h. **Frank Moore** – glad to be back on the MCPARC board; complimented Tony on how nice all the fields look and in what great condition the parks are in. His grandchildren use the fields so he's seeing firsthand how they look.

- i. **J. Rice** – noted that Bobby Devaul would like MCPARC to present information to the County Commission. Tony said we are always available to attend their meetings if they so want.
- j. **D. Shaw** – no comment
- k. **C. White** – asked Delegate Rick Garcia if there was anything going on in Charleston that we should be concerned about.

With no further business, the motion was made by __Josh Rice__ and seconded by __Craig White__ for meeting adjournment at __7:03__ PM. The motion carried.

_Tina Mascaro_____	Sports Management Director_____	April 22, 2025_____
Minutes Recorded By (Signature)	Title	Date
Approved/ Disapproved	Initials	Date