

Marion County Parks And Recreation Commission

__February 24, 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 - phone
Cathy Maxwell
Josh Rice
Dave Shaw
Butch Tennant

STAFF

PRESENT:

Tony Michalski, Director
Tina Mascaro, Sports Management Director

GUESTS:

Nick Marchesani – Fairmont Little League
Amber Steele – Fairmont Little League
Julie Sole – Disability Action Center

I. Opening of the meeting and approval of minutes

The meeting was called to order at _5:59__p.m. by _Jay Ford__(President).

President Ford welcomed the guests from Fairmont Little League. Discussions were held regarding field guidelines and availability. FLL had submitted their opening day request in January and it was approved. Tina will notify FSHS that the fields will not be available for their use on that date unless a game can be played (and completed) no later than 11:00am.

The motion was made by __Cathy Maxwell_ and seconded by _Craig White_ for the **approval of the minutes** for _January 2025__. Motion Carried __X__ Motion Denied _____

II. Financial Report for __January 2025_____

Our budget is currently where it needs to be for this time of the year. We are expecting 3 large levy checks in the near future.

The motion was made by _Jimmy Bledsoe_ and seconded by _Cathy Maxwell_ for the approval of the **financial report and invoices** for _January 2025__. Motion Carried __X__ Motion Denied _____

III. Committee Reports

- a. Program and Planning
- b. Finance
- c. Nominating – see Director’s report
- d. Personnel – Full-time maintenance, part-time office assistant, Community Garden Attendant, and Guyses Run Fishing Park Attendant are all posted.

IV. Director’s Report

- a. MCPARC Board Officers – According to the By-Laws the board needs to reappoint officers for the 2025 calendar year. An email was sent to all board members for nominations.

The motion was made by Jimmy Bledsoe and seconded by Craig White for the **approval of** the following slate of officers: President – Jay Ford, Vice President – Bob Brookover, Treasurer – Phil Burton, and Secretary – Craig White for the 2025 calendar year. Motion Carried X

- b. MCPARC audit update – The approved audit contract from the State Auditor’s office came back and BHM Group were contacted. We are waiting to hear back from them for our fiscal year ending 2024 audit date.
- c. Middletown Commons Property Update – The Town of Whitehall expressed interest in partnering with MCPARC on the development of our Middletown Commons property. A proposal from CEC for the development of a master plan and a feasibility study to include project cost estimates was included in the board packet for review. The Whitehall Town Council will vote on approving half of the funding for the CEC proposal at their February 24th meeting.

The motion was made by Bob Brookover and seconded by Craig White for the **approval of** hiring CEC, Inc to provide a conceptual Master Plan design for a proposed site located in Middletown Commons for public use of park and recreation, amphitheater and its related amenities for the use in submission to funding opportunities and future engineering design. The property consists of open fields, sloped embankments and a gravel pad. MCPARC would share the cost with the Town of Whitehall. Motion Carried X

- d. Right of Way Agreement – MCPARC was approached by Tom Heston to secure a right of way agreement to access his property. Tax maps of the area this is in the Radcliff Road area on the other side of the Mon river from Prickett’s Fort were included. MCPARC acquired parcel 35-17-1 along with the property purchase for the connector trail in 2001.

The motion was made by Bob Brookover and seconded by Dave Shaw for the **approval of** granting Tom Heston right of way to the property and to have attorney Jarod Devault prepare the appropriate documents. Motion Carried X

- e. 2025 Community Grant Program – grants are due March 12th and will be awarded March 17th at the board meeting. Committee members will meet at 5:30, prior to the meeting to make their recommendations. Grant applications are available in the office and on our website.
- f. MLR project update – Veritats did agree to credit MCPARC \$20,000 on the final payment application for some minor black top repair and drainage work in between the new construction and football field. MCPARC will also have to lay sod in that area before little league opening day. Veritas will be on site soon to complete modifications to one of the sewer manholes and electrical upgrades. The site furnishings have been received and assembled at the maintenance shop. Installation will begin once the weather improves. MCPARC will hold off making the final payment to them until we can research the costs more.

Guest – Julie Sole from the Disability Action Center gave an update of their wellness center project. Omni is now their official contractor, and designs were given out to the board members. The

project has raised ~1.6 million to date. MCPARC's future support was discussed and the possibility of using the facility for some of our summer programs. Tony will analyze the budget and see if once some of the other MCPARC obligations are concluded if we can set aside an annual allotment for this community of people.

V. Sports Management Director Report

a. Community Engagement:

- i.** Applied and received 3 community outreach programs from the Green Team with MonPower/First Energy for MLR Park, Central Terrace and Hutchinson Park. Main Street Fairmont assisted in helping us to secure the grants.
- ii.** A formal request was sent to the Town of Whitehall for collaboration of our May 3rd kids fishing day event at Guyses Run. They were the sponsor of the event last year and had shown interest in participating again.
- iii.** FSU Cycling Club will be offering a 5K event in collaboration with our Celebrate Rail Trails Day on April 26th.
- iv.** The WVRPA is working with the WV Development office on a statewide Comprehensive Outdoor Recreation Plan for WV. MCPARC is assisting and has posted the survey sites: <https://wvrecreation.org>

b. Programs:

- i.** Thank you to Mark Deprospro who assisted MCPARC at the Worthington Park site in moving large rocks to help protect the new trees that were planted there. There had been individuals running over them and destroying them.
- ii.** The K-3 basketball program is wrapping up. K-1 last games are Feb. 23rd, and 2-3 last games are March 2. We were able to make up the games lost due to snow days. Each team was given a voucher for Fox's Pizza to be used for their end of year party.
- iii.** The 2025 MCPARC calendar is finalized and information has been posted on our webpage and Facebook page.
- iv.** A pool manager for the Wave Pool will be hired this year, a new first aid table was purchased and the radio system will be updated. We are working on improvements for both pools.
- v.** MCPARC bus trips have been finalized and can be found on our webpage and Facebook page. Both Krystie and Dana put in many hours to get these trips planned and scheduled. A mailing was sent out all former bus trip participants.
- vi.** MCPARC is currently seeking applications for the following positions: Community Garden attendant (seasonal), Guyses Run Fishing Park attendant (seasonal), part-time office assistant and full-time maintenance. Applications will be accepted thru February 28th.
- vii.** MOU's were sent to the following organizations: FSHS boys and girls tennis, FSHS baseball, EFHS boys and girls tennis, WFMS baseball. Still under negotiations is FSHS softball and Fairmont Little League.
- viii.** Scheduling of all fields has begun: EM tennis courts – EFHS and FSHS boys and girls tennis, Small field next to the office – MCYS U5 and U8 (6 teams), MLR multi-purpose field – Fairmont Freeze Girls and boys lacrosse, MLR football field – boys lacrosse and the new Marion County Rugby team.

VI. Maintenance Report

