

# Marion County Parks And Recreation Commission

\_January 26, 2026\_\_\_\_\_ – 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 - phone in

Rick Garcia

Cathy Maxwell – phone in

Frank Moore

Josh Rice

Dave Shaw

## STAFF

### PRESENT:

Tony Michalski, Director

Tina Mascaro, Sports Management Director

### GUESTS:

## I. Opening of the meeting and approval of minutes

The meeting was called to order at \_6:03\_p.m. by \_Jay Ford\_(President).

The motion was made by Josh Rice\_ and seconded by \_Phil Burton\_ for the **approval of the minutes** for \_November 2025\_. Motion Carried \_\_\_X\_\_\_\_\_ Motion Denied \_\_\_\_\_

The motion was made by Phil Burton\_ and seconded by \_Jimmy Bledsoe\_ for the **approval of the Director and Sport Management Director report** for \_December 2025\_. Motion Carried \_\_\_X\_\_\_\_\_

## II. Financial Report for \_November 2025\_\_\_\_\_

We are at 64% receipts and 61% disbursements which is where we need to be at this date. We have requested annual funding from the Marion County Board of Education that has not been addressed yet so Tony will reach out to them with another letter. We are expecting \$6-700,000 levy check sometime after March.

The motion was made by \_Phil Burton\_ and seconded by \_Jimmy Bledsoe\_ for the **financial report and invoices** for \_December 2025\_. Motion Carried \_\_\_X\_\_\_\_\_ Motion Denied \_\_\_\_\_

## III. Committee Reports

a. Program and Planning

b. Finance

c. Nominating – the committee recommended to keep the current slate of officers.

The motion was made by \_Josh Rice\_ and seconded by \_Frank Moore\_ **to elect Jay Ford- President, Bob Brookover – Vice President, Craig White – Secretary, and J. Phil Burton – Treasurer** of the MCPARC Board for the 2026 calendar year\_\_\_\_. Motion Carried \_\_\_X\_\_\_\_\_

d. Personnel

#### IV. Director's Report

- a. Community Grant Program – a copy of the 2026 MCPARC Community Grant Application was submitted for approval. Changes were made to add sections concerning grant signage. Applications will be available January 1st thru March 11<sup>th</sup>. The board will approve allocations at the March 16<sup>th</sup> board meeting.

The motion was made by \_Josh Rice\_ and seconded by \_Jimmy Bledsoe\_ for the **approval of the 2026 Grant Application**\_\_\_\_. Motion Carried \_\_\_X\_\_\_ Motion Denied \_\_\_\_\_

Discussion: MCPARC will provide the signage to all recipients. Jay suggested we mail a copy of the grant application to the City of Fairmont, County Commission and the Board of Education.

- b. MCPARC Audit – a copy of the audit report showing no adverse findings or discrepancies was submitted for review. It also states that MCPARC is in accordance with accounting principles. The representation letter and post-audit conference waiver letter was submitted for review. Tony noted that the result of the audit was a credit to office manager, Krystie Davis, and her diligence and hard work.

The motion was made by \_Dave Shaw\_ and seconded by \_Josh Rice\_ **for approval to waive the post-audit conference and for the audit to be signed by board officers**\_\_\_\_. Motion Carried \_\_\_X\_\_\_ Motion Denied \_\_\_\_\_

- c. Koon's Run Park – a copy of the proposed deed agreement for the Koon's Run Park Property was submitted for review.

The motion was made by \_Phil Burton\_ and seconded by \_Josh Rice\_ for the **approval of MCPARC to accept the terms of the deed to acquire the Koon's Run property**. Motion Carried \_\_\_X\_\_\_ Motion Denied \_\_\_\_\_

Discussion: Tony noted that the first thing we will need to do is make major repairs to the entry foot bridge to ensure it's safety. Jay asked that we take before and after pictures and keep the board updated with the progress of the work done on the park. We will have a press release in the spring.

- d. FEMA update – we had our close out meeting with FEMA on January 20<sup>th</sup> and it is anticipated that MCPARC will receive \$48,000 in reimbursement funds for the damage/loss during the June 2025 floods.
- e. West Fork River Trail Debris Removal – the public bid was held on December 15<sup>th</sup> and a copy of the bid opening information and the contractor bid forms was enclosed for review. Reclaim Company LLC was the lowest bidder at \$88,000. The state has committed \$44,000 to the project and the County Commission has allotted \$20,000. MCPARC will need to fund the remaining \$24,000.

The motion was made by \_Josh Rice\_ and seconded by \_Jimmy Bledsoe\_ **for approval to use some of the FEMA recovery funds MCPARC is receiving to help fund the West Fork River Trail Debris cleanup project**\_\_\_\_. Motion Carried \_\_\_X\_\_\_ Motion Denied \_\_\_\_\_

- f. Palatine Park Sponsorship request – a copy of the request for funding from Palatine Park was submitted for review .

The motion was made by \_Josh Rice\_ and seconded by \_Phil Burton\_ for the **approval to donate \$10,000 to Palatine Park for the 2026 season sponsorship**\_\_\_\_. Motion Carried \_\_\_X\_\_\_ Motion Denied \_\_\_\_\_

- g. WVCORP renewal application – a copy of the annual renewal checklist for MCPARC’s insurance and worker’s compensation coverage was submitted for review. The checklist is due by March 1<sup>st</sup> so WVCORP can prepare a renewal package to be approved in May. Tony will begin the process.
- h. Project Updates:
  - i. Middletown Commons project – conference call was held January 20<sup>th</sup>; we’ve sent them the deed restrictions and the AMLER guidelines along with a copy of an intergovernmental agreement to review. Once their attorney reviews it they’ll get it back to us so we can move forward with the project.
  - ii. MCPARC maintenance crew continues to work on preparing the wave pool for the upcoming improvements. A crack was found in the pool wall and it is showing signs of deterioration. An engineer will be brought in to examine it and make recommendations on how to reinforce the concrete before the new wave making equipment is installed.
  - iii. A staff meeting was held with the maintenance supervisors on January 14<sup>th</sup> to discuss 2026 park improvements and repairs. They are currently busy deep cleaning and making improvements to the Police Reserve Building along with snow removal and building picnic tables.

**V. Sports Management Director Report**

- a. Community Engagement
  - i. Morgantown Aquatic Center donated 3 new 4 ft x 4 ft lifeguard stands to MCPARC.
  - ii. Literacy Volunteers of Marion County Run to Read Half Marathon was held on the McTrail Jan. 17<sup>th</sup>. MCPARC is a sponsor and supporter of this event.
  - iii. MCPARC is working with Fairmont State’s Cycling Club who would like to host a 5K on the McTrail May 2<sup>nd</sup>.
  - iv. MCPARC is working with Brenna Wilson who is interested in hosting A Run to Remember 5K on the McTrail June 13<sup>th</sup>.
  - v. MCPARC will once again be the main sponsor of the Marion County High School Track Meet held at North Marion in the spring.
  - vi. Dominion Post is doing an article on MCPARC’s Community Grant Program.
  - vii. Property located adjacent to 1019 Koons Run Road is being donated to MCPARC from the Davis Family. A deed transfer will be presented to the board at the January meeting.
  - viii. MCPARC donated pool passes and Guyses Run Fishing passes to Rivesville Elementary/Middle School’s student auction.
  - ix. Fairmont City Council re-appointed Tracy Evans to the MCPARC Board for another three-year term ending December 31, 2028.
- b. Programs
  - i. Update: West Fork River debris clean-up project was awarded to Reclaim. We are currently working on trying to get funding for this project.
  - ii. Tony and I met with maintenance supervisors to devise a 2026 working plan for all facilities.
  - iii. Tony and I worked with FEMA and will be receiving ~\$48,000 in reimbursement funds for the floods of June 2025.
  - iv. K-3 basketball program is going well. Games continue to be held each Saturday and Sunday.

- v. The MCPARC 2026 programming calendar is still being finalized and will be released as soon as all dates are secured.
- vi. MOU's for EFHS Boys and Girls Tennis, FSHS Boys and Girls Tennis, FSHS Baseball, FSHS Softball, EFMS Softball, WFMS Baseball, Fairmont Little League and MCYS were sent to all board members for review.

The motion was made by \_Dave Shaw\_ and seconded by \_Josh Rice\_ for the **approval of all MOU's to be distributed to each team for signatures**\_\_. Motion Carried \_\_X\_\_ Motion Denied \_\_\_\_\_

**c. Upcoming Events and Programs**

- March 11 – Community Grant Applications Due
- April 1 – Curtisvill Lake and Campgrounds open
- April 3 – Curtisville Lake Family Fishing Day
- April 11 – Fairmont Little League opening day at MLR
- April 11 – Guyses Run Fishing Park opens
- April 20 – MCPARC Community Band begins spring practices
- April 25 – Celebrate Trails Day
- May 2 – Bus Trip to Keystone Safari & Grove City Outlets
- May 2 – Kids Day at Guyses Run

**VI. Maintenance Report** – the maintenance report for December was submitted for review. Some of the many things listed included: the team participated in 3 Christmas parades, worked on the wave pool, have been making picnic tables, worked on new partitions for Monongah bathroom, participated in Christmas tree delivery and pick-up, deep cleaned and painted the Police Reserve building.

**VII. New Business**

Tony attended Parks & Rec Day at the capitol.

The motion was made by \_Josh Rice\_ and seconded by \_Phil Burton\_ to send the Board into Executive Session\_\_. Motion Carried \_\_X\_\_ Motion Denied \_\_\_\_\_

The motion was made by \_Phil Burton\_ and seconded by \_Josh Rice\_ to bring the Board out of Executive Session\_\_. Motion Carried \_\_X\_\_ Motion Denied \_\_\_\_\_

The motion was made by \_Dave Shaw\_ and seconded by \_Frank Moore\_ to no longer have a gate fee for any MCPARC K-3 basketball games\_\_. Motion Carried \_\_X\_\_ Motion Denied \_\_\_\_\_

**VIII. President's Remarks** – “Appreciate everyone coming out with the roads being so bad and it being so cold out.”

**IX. Around the Horn**

- a. **J. Bledsoe** – no comment
- b. **R. Brookover** - absent
- c. **P. Burton** – the 22<sup>nd</sup> Annual Ice Bowl is Feb. 28<sup>th</sup> at Morris Park; this event ranks 69<sup>th</sup> in the country out of ~200; all proceeds benefit the soup opera.
- d. **T. Evans** – no comment
- e. **J. Ford** – no comment
- f. **R. Garcia** - absent
- g. **C. Maxwell** – no comment

- h. **F. Moore** – will be out of town for the February meeting.
- i. **J. Rice** – no comment
- j. **D. Shaw** – no comment
- k. **C. White** - absent

With no further business, the motion was made by \_\_Dave Shaw\_\_\_\_ and seconded by \_Jimmy Bledsoe\_\_ for meeting adjournment at \_\_7:22\_\_ PM. The motion carried.

Tina Mascaro

Sports Management Director

January 30, 2026

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Minutes Recorded By (Signature)

Title

Date

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Approved/ Disapproved

Initials

Date