

Marion County Parks And Recreation Commission

_March 17, 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

STAFF

PRESENT:

Tony Michalski, Director
Tina Mascaro, Sports Management Director

GUESTS:

Brandi Corley – Fairmont Little League
Brandi Hankins – Fairmont Little League
Diamond Brown – Agapi Life Ministries

I. Opening of the meeting and approval of minutes

The meeting was called to order at _5:57_p.m. by _Jay Ford_(President).

FLL guests updated the board on their opening day events. They thanked MCPARC for all the work at MLR. Will coolers be installed in the concession stands – MCPARC will put one in the upper facility. Does MCPARC provide AED's for any of the fields – no, it is up to each organization to provide their own. What is the status of the Winners Wall – signs have been ordered will be installed as soon as they arrive.

Diamond Brown spoke on behalf of her organization's annual Easter Egg Hunt event held at Windmill park. Their motto is 'seek, save, serve' and provide this event on Easter morning for families in need. She is requesting any assistance MCPARC can provide.

A moment of silence was held in honor of long-time board member – Butch Tennant who passed away. Jay discussed Butch's support and commitment to MCPARC over the years. Josh and Craig suggested a memorial plaque and discussion was held.

The motion was made by _Josh Rice_ and seconded by _Jimmy Bledsoe_ for the **approval of the minutes** for _February 24, 2025___. Motion Carried ___X___ Motion Denied _____

Board members are still stating that their packets aren't arriving in time for them to review them. Tina asked if anyone would prefer them electronically – Dave and Jimmy said they'd prefer email and do not need a hard copy. Board packets will now be sent electronically as well as mailed to those who still want a hard copy.

II. Financial Report for _February 2025___

A levy check for \$209,00 was received and MCPARC is expecting ~\$450,000 more.

The motion was made by __Josh Rice_ and seconded by _Bob Brookover__ for the **financial report and invoices** for __February 2025__. Motion Carried ___X_____ Motion Denied _____

III. Committee Reports

- a. Program and Planning – need to form a committee for the Bunner’s Ridge property. Mike Book will be in to turn everything over.
- b. Finance
- c. Nominating
- d. Personnel

IV. Director’s Report

- a. 2025 MCPARC Community Grant Allocations – members met prior to the meeting to discuss all requests. 30 requests were received totaling ~\$126,000; Tony visited most sites to get a better understanding of each request. MCPARC typically allocates ~\$50,000 but this year will be offering \$65,818.00 in funding.

The motion was made by _Josh Rice_ and seconded by _Jimmy Bledsoe__ for the **approval of** the recommended grant allocations__. Motion Carried ___X_____ Motion Denied _____

Tony will contact each recipient personally to let them know what they have received.

- b. A copy of the MCPARC By-Laws were emailed to all board members prior to the meeting as requested. They were reviewed.

The motion was made by __Dave Shaw__ and seconded by _Craig White__ for the **approval of** _to amend Article 1, section F first sentence to read “ The Commission shall meet on the third Monday of each calendar month at a time and place designated by the President” ____.

Motion Carried ___X_____ Motion Denied _____

- c. MCPARC audit – Auditors from the BHM Group were on site March 5th to complete the 2024 fiscal year audit. Bookkeeper Krystie Davis provided them will all necessary information. A copy of the initial report was given to each board member. Because of the MLR project loan/gift, next year MCPARC will have to perform the regular audit and a single audit.

The motion was made by _Dave Shaw__ and seconded by _Phil Burton__ for the **approval of** the adoption of the 2024 fiscal year audit findings__. Motion Carried ___X_____ Motion Denied _____

- d. Middletown Commons Project – an onsite meeting was held March 11th with CEC and the Town of Whitehall. Both MCPARC and the Town of Whitehall discussed their needs for the facility and CEC has started the process of completing the conceptual design and cost estimates.
- e. Seasonal hiring and recruitment – MCPARC has begun the hiring process for both full-time and seasonal employees; a copy of the want ad was enclosed in the board packets. A lifeguard certification class is being finalized, and we’ll begin advertising and recruiting from all area swim teams.
- f. MLR project update – the picnic tables, benches, and garbage cans have been installed; shade structures will be put up soon and the bathrooms will open as soon as the lift station is serviced. A copy of the final payment application from Veritas was enclosed

in the board packet. Tony displayed samples of the winner's wall plaques for the board to review.

V. Sports Management Director Report

- a. Community Engagement
 - i. MCPARC donated Guyses Run Fishing Park passes, and pool passes to the Marion County STEAM/CTE Festival.
 - ii. MCPARC staff were invited to Leadership Marion Class 42 to speak.
 - iii. MCPARC donated pool passes to the Marion County Literacy Fair.
- b. Programs
 - i. MCBBoE approved the rugby fliers for MCPARC's new middle school rugby program. Copies were distributed to each Middle School in the county.
 - ii. K-3 basketball program ended and was a huge success again this year. K-1: 100 players, 9 teams, 13 volunteer coaches. 2-3: 114 players, 11 teams, 19 coaches.
 - iii. Interviews were held for full-time maintenance and part-time office staff positions.
 - iv. MOU's have been signed and returned from EFMS softball, EFHS tennis, FSHS tennis and FSHS baseball.
 - v. Scheduling for 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 Lacrosse and Marion County Boys Lacrosse, MLR Football field - Marion County Boys Lacrosse, new Marion County Rugby team, travel football; MLR baseball fields - FLL teams; EM softball field - EFMS softball, Special Olympics, FLL Softball.
 - vi. FLL workday at the park is March 15th and MCPARC staff will be on hand to train them on field maintenance and Sandpro use. Opening day is set for April 12th.
 - vii. Due to the Easter schedule, Guyses Run will not open until April 26th.
 - viii. Curtisville Lake and Campground will open April 1st, and the Annual Family Fishing Day is set for April 18th.
 - ix. MCPARC bus trip April 5th to Phipps Conservatory and the National Aviary.
 - x. MCPARC Community Band practice begins April 21st.
 - xi. April 26th is Celebrate Rail Trails Day and MCPARC has several events planned.
 - xii. Tony, Tina and the Maintenance team will be attending the annual Home Show on March 14th. This provides a great opportunity to meet with vendors.

VI. Maintenance Report

The maintenance report included a list of items completed by the team which included: expansion of the lower parking lot at MLR, prepared all ball fields for spring play, start-up work on both pools, new furniture at MLR, dug up and repaired the dam and overflow at Guyses; installation of new pipe from the pump at the wave pool, repaired water line break at wave pool, repaired plugged sewage line at the Police Reserve building, redone the softball field at North Marion, plugged both ball fields at North Marion, assisted EFHS installing a safety net on the baseball field, refilled the ponds at Guyses Run and assisted with fish delivery, started the process of turning the water on in the parks, expanded parking at the maintenance shop, general maintenance to trucks and mowers, removed the pitcher's mound from the B-Field at MLR, tree limb clean-up at East Marion, cleaned up vandalism at the wave pool, delivered

