

Marion County Parks And Recreation Commission

_September 23, 2024___ – 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
Rick Garcia
Cathy Maxwell
Josh Rice
Dave Shaw
Butch Tennant

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 _6:00__p.m. by __Jay Ford__(President).

The motion was made by _Butch Tennant_ and seconded by _Cathy Maxwell_ for the **approval of the minutes** for __August 19, 2024___. Motion Carried ___X___ Motion Denied _____

II. Financial Report for ___August 2024_____

Phil noticed that the wave pool report was actually for October 2023 thru September 2024 instead of the usual May – September summer season. Tony noted that MCPARC bookkeeper felt that to have an accurate account of the expense/revenue of the pool all expenses needed to be included.

Tony noted that in order to generate more revenue MCPARC would need to raise the prices.

Bob was concerned with the loss of money from the concession stand. He also had some concerns with the leftover product for the season. It was noted that the left-over product was sold at cost so that MCPARC didn't incur any loss.

A levy check has been received - ~\$535,000.

Mannington has asked for the second installment of the \$50,000 payment towards their new pool facility. Altogether, MCPARC pledged \$250,000 do after this installment we'll still have 3 more. We won't have to pay again until next fall.

The motion was made by _Craig White_ and seconded by _Phil Burton_ for the **approval of** _the second installment payment to Mannington for their new pool facility___. Motion Carried ___X___ Motion Denied _____

The motion was made by __Dave Shaw__ and seconded by __Bob Brookover__ for the **financial report and invoices** for __August 2024__. Motion Carried _____X_____ Motion Denied _____

III. Committee Reports

- a. Program and Planning – meeting scheduled for Wednesday, October 16th, 5:00.
- b. Finance
- c. Nominating
- d. Personnel – Tony will set up a meeting for this committee.

IV. Director's Report

- a. Middletown Commons Project – A closing meeting was held August 23rd for the property purchase with the property owner and MCPARC's attorney. The deed has been recorded and the property now belongs to MCPARC. All necessary paperwork has been completed with both the WV DEP and the Federal Office of Surface Mining Reclamation Enforcement. Once the attorney gets the deed, he will forward it to MCPARC. We have purchased a metal gate, and maintenance has installed it on the property. It's been brush-hogged one more time and we hope to have some conceptual plans by the October 16th meeting. Tony also recommended we look into the option of turf.
- b. Mary Lou Retton Project – minutes, pictures, and an updated project timeline were included from the latest project meeting. Discussion was held regarding a ribbon cutting ceremony. It is suggested that MCPARC hold a small ceremony now with the county commission once the project is complete and then have a formal ceremony in the spring. Tony spoke to the county commission regarding the gift/loan – they are still paying on the pay app directly even though the loan isn't finalized yet. Dave has also spoken to the County Administrator.
- c. Baxter AMLER Grant -Tony has a meeting in Charleston on October 1st. with the WVDNR to discuss moving forward with the \$600,000 grant for the Baxter VFD Sports Park. The first step will be the formation of a 5G selection committee to hire a firm for the environmental assessment.
- d. MCPARC audit – included in the board packet was the request for the proposals for the FY ending 2024 MCPARC audit. The deadline for submittals is October 11th. MCPARC has 3 audits upcoming – the summer food program audit is this Friday, and the workers comp audit is on-line.
- e. WVRPA Conference – Tony and Tina attended the 51st annual WV Recreation and Parks Association conference at Canaan Valley State Park on September 16 – 18. A copy of the conference agenda was included for review. It was a great opportunity to do social networking.
- f. Pool Report – both facilities are 90% winterized. Maintenance will begin work on the inlets at 12th Street. The financials for both pools show the entire year's expenses and not just the operating expenses for the summer months.
- g. Project Report
 - i. Continuing to work with organizations to complete their community grant projects. We recently focused on the Parish Run and Rivesville grants.
 - ii. Maintenance cleared the trail from the mud slide on the West Fork/Ralph S. Larue trail near Monongah and warning signs have been put up. Additional work still needs to be done along the ditch lines and more debris needs cleared.

- iii. The pavilions and facilities at the parks continue to be reserved and maintenance continues to prepare and clean them daily.
- iv. Plumbing to the gutters at 12th Street pool needs repaired and the areas of concern have been marked.
- v. The main warning sign at the Wave Pool has been replaced and will be ready for next season.
- vi. New signage has been placed at the Everson trail head.
- vii. Garage doors have been ordered for the new shop annex.
- viii. Duraedge will be making field improvements to both the A-Field at Mary Lou and the EFHS softball field the week of September 23rd.

V. Sports Management Director Report

- a. Community Engagement:
 - i. MCPARC participated in Watson Elementary's Resource Fair Open House August 20th.
 - ii. Deborah Church – local resident – donated strawberry plants and garden items to the MCPARC Community Garden.
 - iii. MCPARC donated Central Terrace and pool passes to HOPE for their end of summer family picnic.
 - iv. MCPARC assisted the Marion County Visitors Center and the Count Commission with the book signing event "Super Slick: Life and Death in a Huey Helicopter in Vietnam."
- b. Programs:
 - i. MLR project updated – some aspects of the project are moving forward as scheduled and there has been some delays once again due to poor soil conditions.
 - ii. The office has moved to a new on-line reservation/registration system and have been participating in trainings for the new system.
 - iii. MCPARC sponsored a family rail trail walk on September 8th.
 - iv. K-3 Basketball registration will be held Oct. 7th – 31st.
 - v. We have been monitoring the water levels at Guyses Run to determine if we'll be able to re-stock and hold the annual Trick or Trout event.
 - vi. Attended the WVRPA conference September 16-18.
 - vii. Field usage at MLR and EM is at full capacity. FLL fall baseball, FSHS softball flex days, WF Colts Football and Cheer, EFMS football, Rivesville Youth Baseball, and youth travel teams all utilize MLR park. Travel softball and FLL teams utilize EM, and FTK soccer complex is in full use by Marion County Youth Soccer. MCPARC also has a small field next to the office that is used for practices by U5 and U8 soccer teams every night.
 - viii. Upcoming MCPARC bus trips: October 6th – Greenbrier Hotel and Bunker tour, Tamarack, and White Sulphur Springs. December 7th – North Pole Express Potomac Eagle Train.

VI. Maintenance Report

Maintenance submitted a complete list of work they've completed this month which included: work on the maintenance shop expansion; work at soccer complex; new basketball hoops in Mannington park; work on the rail trails; playground inspections; shut down of both pools; work on maintenance vehicles; mowing and weed eating; new flag at

the Korean memorial; picnic table to arrish Run park; work at Worthington park – cleaning up of graffiti and new nets for the basketball courts; painted the Police Reserve building, and more.

Jimmy Bledsoe recommended a cost-of-living wage increase. Discussion was held and it was determined that Tony should schedule a Personnel Committee meeting before the next board meeting to discuss pay increases. It was noted that supervisor Ben Smith will be retiring in February and full-time employee Caroline Allen will be retiring in November.

VII. New Business

- a. Raptor Center – Mike Book will be at the October board meeting to fill MCPARC in on the property at Bunner’s Ridge. MCPARC already owns 90+ acres but if the Raptor Center closes MCPARC will inherit an additional 70+ acres and the buildings on site.
- b. A request from the Board of Education was presented for donations for renovations at E-W stadium. After discussion the board felt that any donation we could give would just be requested back from them for projects related to their teams that use our facilities.
- c. County Commissioner Ernie Vangilder contacted Tony and would like MCPARC to take Palatine Park back over. The county commission would be cutting back the programming funding for this park. After some discussion, Josh Rice said that we didn’t have to consider this anymore as he had some information that the commission would be keeping the overseeing of the park. After some additional board discussion, the topic was tabled until there’s more information presented.

VIII. President’s Remarks

MCPARC has had some great employees who come and go over the years. Long time office employee Linda Swisher has recently retired and Jay noted that we wish her well on her retirement and will miss her dedication to MCPARC. He also thanked Tony for his continued dedication to his job and the MCPARC community.

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** - absent

