

# Marion County Parks And Recreation Commission

\_\_November 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  
Cathy Maxwell  
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 \_5:58\_p.m. by \_Jay Ford\_(President).

The motion was made by \_Josh Rice\_ and seconded by \_Rick Garcia\_ for the **approval of the minutes** for \_October 20, 2025\_\_. Motion Carried \_\_\_X\_\_\_ Motion Denied \_\_\_\_\_

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

Comments – cash looks good now; ~\$230,000 levy check was received; Bob asked what the payment to RecDesk was (it's the on-line reservation/registration program) and asked if we used the discount program or kickback program for BSN – we use the discount program.

The motion was made by \_Josh Rice\_ and seconded by \_Bob Brookover\_ for the **financial report and invoices** for \_October 2025\_\_. Motion Carried \_\_\_X\_\_\_ Motion Denied \_\_\_\_\_

## III. Committee Reports

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

## IV. Director's Report

- a. Koon's Run Park – the survey from Piggott and Associates was received and sent to Jarod Devault to prepare the deed agreement that will be presented to the MCPARC board. We hope to be moving forward with this property by next spring.
- b. Pool Report – MCPARC maintenance crew has disassembled 90% of the wave making equipment in preparation for replacement in the spring. Schematic designs that have been approved were submitted to the board members. The equipment is

being manufactured, and we are on schedule for installation in April. Jay questioned if this was enough time to have everything installed and up and running in time for Memorial Day opening – Tony responded yes. Bob brought up that the curtains hanging in the cabanas need taken down and some of the tables, hoses and other items should be stored out-of-sight. Maintenance will take care of that.

- c. MCPARC Audit – Representative from the BHM group completed the MCPARC audit for the last fiscal year as well as the single audit on October 29<sup>th</sup> & 30<sup>th</sup>. Tony praised our bookkeeper – Krystie Davis for having everything in order and for her efficiency in the office. As soon as the audit report is received it will be shared with the board.
- d. East Marion Pickle Ball Project – the prep work was completed on the courts and the ground sleeves installed. Asphalt was installed and a picture was submitted for all board members. The surface coatings require warmer temperatures and will be applied in the spring. This will give us an opportunity to inspect the blacktop after the winter to ensure there is no puddling or settling and that the draining/sloping is correct.
- e. County Commission Playground Project – both playgrounds at Farmington and Barrackville have been installed and we have received very positive feedback from both communities. The County Commission is planning ribbon cuttings and the board will be notified of these dates.
- f. FEMA – we have met many times and continue to provide all the necessary information and documents needed for hopeful reimbursement for MCPARC’s expenses from the Father’s Day Flood.
- g. Ralph S. Larue West Fork River Trail – MCPARC was contacted by Judith Lyons from the WV Conservation Agency about log blockage in the West Fork River (a copy of the email and a picture of the river was provided for the board). Chris McIntire, Marion County Emergency Services Director, is very concerned about the blockage that is on the abutment of a trestle that is owned by MCPARC. The blockage is also causing a wash out that may soon affect the trail. Tina attended the meeting with various agencies to discuss the issue. We will continue to work with the County and the WV Conservation Agency to come up with a solution to remove the blockage. Discussion was held and the use of the Army Corp of Engineers, National Guard were mentioned as possible assistance. Josh Rice also mentioned that Heston’s may have equipment to remove debris from the river.
- h. Curtisville Lake Project – the Trail Plan that was completed by the WV Land Trust for Curtisville Lake and the Deberry Preserve were submitted to the board. The WV Land Trust is in the process of obtaining funds to start trail construction. Board members asked what type of trails they were creating – mountain bike and/or foot trails.
- i. White Hall/Middletown Commons Meeting – the Town of White Hall would like for MCPARC to attend a planning meeting session for the property owned by MCPARC at 6:00, November 18<sup>th</sup>. All board members are invited to attend along with Tony and Tina.

## **V. Sports Management Director Report**

### **a. Community Engagement**

- i. Loaned costumes to EFMS for their Christmas market.
- ii. Provided space for FLL to hold their annual board meeting.

- iii. Working with the Seth Burton Memorial Disc Golf group on their 2026 event.
- b. Programs
  - i. All MCPARC fields are closed for the winter and maintenance has completed the winter turf program.
  - ii. The annual Trick or Trout event was a success with approximately 80 families in attendance.
  - iii. Tony and I continue to work with FEMA regarding damages to MCPARC facilities/parks/trails during the Father's Day Flood.
  - iv. The K-3 Basketball program has begun. The league will run November 16 – March 1. The K-1 league has 11 teams, 112 kids, and 26 coaches. The 2-3 league has 12 teams, 132 kids, and 24 coaches.
  - v. Curtisville Lake and Campground closed for the season on October 31<sup>st</sup>.
- c. Upcoming Events
  - i. MCPARC will once again be sponsoring the Christmas tree program.
  - ii. Christmas photo opportunities on December 2, 4, 6, 9, and 11.
  - iii. MCPARC bus trip to Oglebay December 7.
  - iv. Christmas in the park – December 17<sup>th</sup>.
  - v. Summer in December event – December 19<sup>th</sup>

**VI. Maintenance Report**

A full list of projects completed and worked on by the maintenance team was submitted to the board. Items included work at Guyses Run, Mary Lou, landscaping at all parks, concrete and benches at the Korean memorial, fall turf program, cleared leaves along the trails and parks, general maintenance to all trucks and mowers, installation of new flags at the Korean Memorial, filled in the washout and other prep work for the pickleball courts at EM, started working on the Christmas float, and met with FEMA for sight inspections, among additional things.

**VII. New Business**

Tony shared the WVRPA award for Central Terrace that MCPARC received at the conference. Discussion was held about the holiday luncheon that Dave was working on. Tony will be on vacation for a week beginning November 20<sup>th</sup>. Charlie Bunner with the MCPARC Horse Shoe group submitted a picture to thank MCPARC for their donation towards the state horseshoe championship.

**VIII. President's Remarks**

Jay encouraged all board members who were able to attend the White Hall Town meeting.

The motion was made by Jimmy Bledsoe and seconded by Cathy Maxwell for the board to go into executive session. Motion Carried X And Tony and Tina were asked to leave the room.

The motion was made by Josh Rice and seconded by Rick Garcia for the board to come out of executive session. Motion Carried X Motion Denied \_\_\_\_\_

