

**Minutes of the August 22, 2013 Meeting of the Board of Park and Recreation Commissioners  
Location: Dorsey's Knob Park, Morgantown, WV**

**Call to Order:** Meeting was called to order at 5:02PM

**Establish Quorum:** Board Members present – Edward Cordwell, Bob Clonch, Ron Justice, Nancy Ganz, Marti Shamberger. Board not present – Denver Allen, Frank Scafella. Staff Present – Mark Wise, Melissa Burch, Joe Kaehler, Letha Devine. Ex-Officio Treasurer J.R. Sabatelli also present.

**Minutes:** Ed Cordwell motioned and Marti Shamberger seconded to approve the July, 2013 minutes. Minutes approved unanimously.

**Delegations and Guests:** Mike Breiding was on hand to speak as to the current smoking policy in parks and facilities and reviewed with the Board his request to consider the implementation of a ban on all tobacco products in all City parks, including the rail trail. Mr. Breiding presented that this request is in correlation with the County and City recently passing Clean Indoor Air Acts themselves as well as WVU banning all tobacco products as of July 1<sup>st</sup>. The Board will discuss this issue in future work sessions.

Members of the BOPARC Senior Center attended the meeting to voice their concerns as to rumors of the Senior Mons group being relocated to the Wiles Hill Senior Center.

City Council member Bill Kawecki and Mayor Jenny Seline were present.

**Correspondence:** Director Wise reviewed correspondence.

**Financial Report:** J.R. Sabatelli presented the financial report for the month, highlighting revenues and expenditures both at 92% for the June report and informing the Board that the annual workers compensation audit had been completed and result should be presented soon. As part of the Financial Report, Melissa Burch re-presented to the Board a portion of the information initially presented in April as part of the 2013/2014 budget request. That budget was approved in May. However, Ms. Burch explained that it was Mr. Sabatelli's opinion that the estimated amount of \$9,884.00 BOPARC intended to utilize from the \$100,000.00 contingency line for a social security equalization measure for employees needed to be voted on again as a separate item from the rest of the 2013/2014 budget. Marti Shamberger motioned and Nancy Ganz seconded approval of the financial report and re-approval of the item as requested by Mr. Sabatelli. Motion passed unanimously.

**Director's Report:** Director Wise presented his report including the updated design proposal for the Paul Preserve and answered questions as needed.

**OLD BUSINESS:**

- A. **MHA Request** – Director Wise reviewed the more detailed information from MHA regarding their request to build the High School locker room at the Ice Arena. A location of the east end of the building was chosen. This area currently houses the blue floor storage container. The location will help maintain a better exterior look, save the windows on the front of the building and the storage container will be moved to the other side of the Zamboni road, further helping with the overall aesthetics of the Arena. Ron Justice motioned and Ed Cordwell seconded to approve the locker room plans. Motion passed unanimously.

**NEW BUSINESS:**

- A. **MTC Space Remediation Funding** – The specifications for the remediation of the MTC space at the Met have been received and Director Wise reported that he was in the process of securing quotes. City Manager Mikorski has agreed to secure a portion of the funding for the work if BOPARC will provide up to \$5,000. Director Wise made a recommendation for use of the per seat surcharge fund to that end. Ron Justice motioned and Marti Shamberger seconded for approval of the use of the surcharge fund up to \$5,000 for the remediation work. Motion passed unanimously.

**Operations Report/Staff Information:** Operations report was presented and staff present answered questions as needed.

**Board Comments:** Ron Justice gave an update on the Woodburn Committee advisory group and suggested to City Council members present that some BOPARC representatives should possibly be included.

President Clonch announced that he had received notice from Board member Frank Scafella that he would no longer be able to serve on the BOPARC Board.

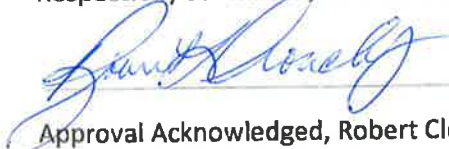
**Adjournment:** Ron Justice motioned for adjournment and meeting adjourned at 5:50 PM.

*Melissa Burch*

9/10/13

Respectfully Submitted, Melissa J. Burch, Secretary to the Board

Date



9/26/13

Approval Acknowledged, Robert Clonch, Board President

Date