

Minutes of the February 23, 2017 Meeting of the Board of Park and Recreation Commissioners
Location: Marilla Recreation Center, Morgantown, WV

Call to Order: Meeting was called to order at 4:00pm.

Establish Quorum: Board Members Present – Robert Clonch, Ron Justice, Nancy Ganz, Ed Cordwell (arrived at 5:03pm), Jenny Selin, Sera Zegre. Board Members Not Present – Denver Allen. Staff Present – Melissa Burch, Roger Moss, and Brooke McKinney. Ex-Officio Treasurer Jim Goff was present.

Minutes: Nancy Ganz moved to approve the January 26, 2017 Meeting minutes and Ron Justice seconded. The motion passed unanimously.

Oral Communications: Deputy Mayor Bill Kaweck, Dominion Post Reporter Ben Conley, and Jerome & Tammy Johnston were at the meeting to observe.

Financial Report: Director Burch presented the financial report. Jim Goff mentioned that the City had completed their June 30, 2016 audit and the report was clean with no findings. This audit includes BOPARC. Nancy Ganz mentioned that she is disappointed in BOPARC for not looking into charging county residents more for pool admission and season passes than Morgantown City Residents. Ron Justice moved to accept the financial report and Nancy Ganz seconded. Motion passed unanimously.

Executive Director's Report:

Unfinished Business:

- **DK Slip** – Director Burch asked the board to approve the low bid of \$160,248 from Mountaineer Welding to repair the slip at Dorsey's Knob Park. Roger Moss will be working with Larson Design and Damien Davis for the oversight of this project. Jenny Selin motioned to accept the low bid from Mountaineer Welding. Nancy Ganz seconded. Motion passed unanimously.

New Business:

- **Youth Baseball Contract** – The youth baseball proposal was awarded to the Morgantown Pony Baseball League. The board was presented with a copy of the draft of the contract between BOPARC and Morgantown Pony Baseball League. Director Burch is recommending a per registration fee and is asking permission to continue to negotiate the contract. The final contract will be presented at the March Board Meeting. Ron Justice motioned for Director Burch to continue to negotiate with Morgantown Pony Baseball League on the youth baseball contract. Nancy Ganz seconded the motion. Motion passed unanimously.
- **YCF Wiles Hill Funds** – There are funds at Your Community Foundation that were donated during the renovation of the Wiles Hill School to BOPARC. Frank Scafella and Mark Wise oversaw the opening of the account. The Wiles Hill Alumni Association is interested in utilizing those funds for the project and is working toward receiving a 501-c3 status. Director Burch has spoken with Ryan Simonton and Your Community Foundation and they both agree that it would be best to release the funds directly to the Wiles Hill Alumni Association. The estimated amount of the funds is \$1,798. Sera Zegre motioned to allow Director Burch to request a withdraw of the funds and for the funds to be sent directly to the Wiles Hill Alumni Association. Ron Justice seconded the motion. Motion passed unanimously.
- **Ice Arena Additional Report** – Director Burch presented the board a synopsis of what information will be included on the additional Ice Arena report from Brailsford and Dunlevy. The total cost for the profession fees is \$25,590 and additional reimbursable expenses of \$1,500. Director Burch is requesting to move forward with this additional report and to use levy funds to cover the cost of the report. Sera Zegre motioned to move forward with the additional Ice Arena report and to use the

Recreation Levy Funds to cover the cost. Nancy Ganz seconded the motion. Motion passed unanimously.

- **County Funding Resolution** – Director Burch is requesting \$40,000 from the Monongalia County Commission for next fiscal year to program Hazel Ruby McQuain Park. The board asked Director Burch to request \$50,000 instead. Ron Justice motioned to approve the resolution requesting \$50,000 from Monongalia County for programming at Hazel Ruby McQuain Park. Jenny Selin seconded the motion. Motion passed unanimously.

Executive Session: President Clonch, pursuant to West Virginia Code Section 6-9 A-4 as it pertains to matters arising from the appointment, employment, retirement, promotion, transfer, demotion, disciplining, resignation, discharge, dismissal or compensation of employee(s), called for the Board to enter into Executive Session. Sera Zegre motioned and Nancy Ganz seconded for the Board to enter the Executive Session at 4:34pm. Motion passed unanimously.

- The regular session resumed at 4:57pm.
- **Organization Chart and Position Description Updates** – Director Burch asked the board to accept the updated organization chart and the updated position description that were include in the board packet. Sera Zegre motioned to accept the updated organizational chart and the updated position descriptions. Ron Justice seconded the motion. Motion passed unanimously.

Board Comments: Jenny Selin asked about accessible playgrounds and Director Burch advised that BOPARC had completed a CDBG application request for at least one playground in Marilla Park. Commissioner Selin inquired as to other groups working on accessible playgrounds and some of the partners in the ADA community were discussed. She also mentioned the Krepps Park restroom and it's need for repairs.

Nancy Ganz thanked the staff for all the maintenance that has been done to the parks.

President Clonch asked when the tree stumps will be removed from the recent Emerald Ash cuts. Roger Moss informed the board that the stumps in White Park have been taken care of.

Adjournment: President Clonch motioned for adjournment at 5:04pm and Ed Cordwell seconded. Meeting adjourned by unanimous agreement.

Brooke McKinney

3/23/17

Respectfully Submitted, Brooke McKinney, Secretary to the Board

Date


Approval Acknowledged, Robert Clonch, Board President

3/23/17
Date