

Minutes of the January 23, 2014 Meeting of the Board of Park and Recreation Commissioners
Location: Marilla Center, Marilla Park, Morgantown, WV

Call to Order: Meeting was called to order at 5:05PM

Establish Quorum: Board Members present – Bob Clonch, Ron Justice, Marti Shamberger (via conference call), Ed Cordwell. Board not present - Sera Zegre, Denver Allen, Nancy Ganz. Staff Present – Mark Wise, Melissa Burch, Randy Moore, Joe Kaehler, Marissa Travinski. Ex-Officio Treasurer J.R. Sabatelli also present.

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

Delegations and Guests: Two WVU students from the School of Journalism were on hand to observe a public meeting.

Al O'Conner spoke briefly about the sport of hockey in Morgantown and the possibility of a new multi-use facility in the Morgantown area.

Correspondence: Director Wise reviewed correspondence.

Financial Report: J.R. Sabatelli presented the Financial Report and answered questions related to the same. Ed Cordwell motioned and Marti Shamberger seconded for approval of the Financial Report. Motion passed unanimously.

Director's Report: Director Wise presented his report information on his recent capital project and equipment request to the City of Morgantown for the upcoming fiscal year.

OLD BUSINESS:

No Old Business

Executive Session: President Clonch, per WV Code 6-9A-4, called for the Board to enter into Executive Session at 5:30PM in order to discuss a personnel matter.

Regular Session: At 5:50PM, Ed Cordwell motioned and Ron Justice seconded to return to regular session and resume the public portion of the meeting. Motion unanimous and regular session resumed.

NEW BUSINESS:

- A. **YCF Fund Transfer** – Director Wise advised the Board that he had spoken with Your Community Foundation representative Beth Fuller regarding BOPARC's Dorsey's Knob Lodge maintenance pass-through account fund and that YCF agreed the monies would be better served to be placed in BOPARC's money market account due to the lack of interest being accumulated at YCF and the charges for maintaining the account. Marti Shamberger motioned and Ed Cordwell seconded to approve this transfer. During discussion, Ron Justice mentioned other funds that might be housed at alternate entities such as YCF. Mr. Justice stated that a person or group giving monetary amounts is normally doing so with a pre-stated intent and at that point those funds are BOPARC funds by agreement of that intent. He said his concern on a broader scope with housing funds in with other entities is that there is not as much autonomy and that

BOPARC should transition as much as possible to management of its own funds. Motion stood as previously entered and passed unanimously.

- B. Maintenance New Hires** – Director Wise and Assistant Director Burch presented the following requests for approval with regard to personnel assignments, new hires and updates:
- a. Recommending Thomas Moore for the Maintenance Superintendent position at a base salary of \$33,000 per year.
 - b. Recommending Paul Delaet for the Dorsey's Knob Caretaker position at a base salary of \$31,500 per year.
 - c. Recommending Jerome Johnston for the Maintenance I position at a base salary of \$20,000 per year.
 - d. Requesting to adjust the current senior Maintenance I position from \$10.39 per hour to \$11.06 per hour and option to adjust the Trail position to the same.
 - e. Notating that the prior Dorsey's Knob Caretaker (Daniel Sakacsi) accepted an opportunity for an open Maintenance I position at a base salary of \$21,500 per year.

These changes represent a reduction of \$13,940 in the base salary line for the current fiscal year. Ron Justice motioned and Ed Cordwell seconded approval of these assignments, new hires and updates. J.R. Sabatelli asked if the Dorsey's Knob Caretaker position took the rent/utility emolument into account. Melissa Burch responded that the emolument would be deducted from the Caretaker's bi-weekly pay of the base salary in the same manner as before. Motion stood as stated and passed unanimously.

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

Board Comments: N/A

Adjournment: Ed Cordwell motioned for adjournment. Ron Justice seconded. Meeting adjourned at 6:35PM.

Melissa Burch

2/20/14

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

Date



2/27/14

Approval Acknowledged, Robert Clonch, Board President

Date