

Minutes of the May 15, 2019 Meeting of the Board of Park and Recreation Commissioners
Location: Marilla Recreation Center, Morgantown, WV

Call to Order: Meeting was called to order at 3:02pm.

Establish Quorum: Board Members Present – President Patrick Hathaway, Edward Cordwell (arrived at 3:05pm and departed at 6:07pm), Danielle Trumble, Rachel Fetty, Jenny Selin, and William Hutchens. Rick Landenberger was not present. Director Melissa Wiles, Assistant Director Marissa Travinski, Brooke McKinney, City Attorney Ryan Simonton and Ex-Officio Treasurer Jim Goff were also present.

Minutes: Danielle Trumble motioned and Jenny Selin seconded for approval of the April minutes and minutes were approved unanimously.

Danielle Trumble motioned and Rachel Fetty seconded for approval of the April 12 Special Meeting minutes and minutes were approved unanimously.

Oral Communications:

MUB – Raw Water Line White Park: Doug Smith from the Morgantown Utility Board was at the meeting to provide the BOPARC board with an overview and update of the proposed water line they are considering installing through White Park. Mr. Smith was very clear that the original proposed route is completely off the table. The board and members of the public were provided with a map with multiple proposed routes and each one was reviewed. More proposed routes may be forthcoming. MUB has two public meetings scheduled in the coming weeks. MUB has not made an official decision on where the water line will go. Mr. Smith also discussed the spillway and the significant undercuts that are a tremendous liability and danger. Those undercuts will be filled in and repaired for safety reasons. The trees growing on the dam face will be removed as well. BOPARC board Members asked questions about the currently proposed routes including costs, limitations, timeline, and impact on White Park. Mr. Smith said that MUB's intentions are to work closely with the BOPARC, Urban Landscape, the Tree Board, and City Council to minimize the impact on White Park.

Mon Valley Green Space Coalition – White Park & Green Space: JoNell Strough gave a presentation to the board on behalf of the Mon Valley Green Space Coalition regarding the water line in White Park. Her presentation included the proposed water line in White Park and the group's concern about the loss of trees, habitat, recreation, and green spaces. The presentation also included information on contaminated soil in White Park (from when it was an oil tank field) and the possible threats to public health.

President Hathaway opened the public portion and asked if there was anyone wishing to speak.

Acadia Blizzard, White Park Neighbor, relayed her concerns regarding the proposed water line construction in White Park.

Doug Smith, on behalf of MUB, announced the dates of the upcoming public meetings regarding the water line.

Dee Quaranto, former town resident, spoke on the importance of greenspace in White Park.

Kathryn Madison, Madison Avenue, requested that BOPARC seriously explore the orange and yellow proposed water lines from MUB further. She also spoke of her concerns about the work MUB has already performed in White Park.

Joan Beard, Astor Avenue, spoke of her concerns about the proposed water line affect on the animal habitats in White Park.

Danielle Walker, on behalf of the residents of Majorie Gardens, spoke of the group's concerns about the proposed water line construction in White Park.

Laura Farina, Madison Avenue, suggested to the BOPARC board that they advertise MUB's public meetings.

JoNell Strough spoke again to board regarding the proposed water line in White Park.

Elizabeth Sneathen, Bluegrass Village, spoke of her concerns about the bird population in White Park.

There being no one else wishing to speak, President Hathaway closed the public portion.

Correspondence: No additional correspondence was reviewed.

Financial Report: Ex-Officio Treasurer Jim Goff reviewed the financial report. William Hutchens commented that he was curious about BOPARC's personnel costs and how those costs compared with other city departments. Specifically, he asked in terms of the percentage of budget spent on personnel, was BOPARC comparable? Mr. Goff responded that as far as total operating budget, yes. He further commented that the city is in the business of providing services so personnel costs are always going to be a big driver in

maintaining assets. Edward Cordwell motioned and Rachel Fetty seconded to approve the Financial Report. Motion passed unanimously.

Executive Director's Report: Director Wiles reviewed her report. She announced that the summer calendars are now ready for distribution. Director Wiles also shared the opening dates for Marilla and Krepps Pools. Jenny Selin asked if the Krepps Aquatic Play Area will be completed by the opening date. Director Wiles stated that it would and that BOPARC would have a grand opening on May 31st. President Hathaway requested an update on the installation of the fallzone at the Marilla Park Playground. Director Wiles informed him that it should be soon but product arrival is dictated by the supplier and the project itself is weather contingent. Rachel Fetty inquired about the Krepps Playground and when it will be updated. Director Wiles informed her that based on funding, the equipment will be purchased in FY 19/20 and will be installed in FY 20/21. Jenny Selin motioned and Rachel Fetty seconded to approve the Executive Director's report. Motion passed unanimously.

Unfinished Business:

- **BOPARC Budget 2019/2020**– Ex-Officio Treasurer Jim Goff gave an overview of the process that went into the budget that Director Wiles presented to the board at the last meeting. Director Wiles, Ex-Officio Treasurer Goff and City Manager Brake met to discuss the budget. Director Wiles then prepared the budget and gave back to Mr. Goff for review and discussion. Danielle Trumble asked what a normal contingency amount should be and how the contingency fund works. She is concerned about the amount allocated in the FY 19/20 Budget. Ms. Trumble asked about the difference in the contingency amount on the budget presented to the board last meeting and one budget worksheet included in this month's packet from the City's overall budget documents (\$2,043 and \$7,043). It was determined that the contingency amount on the budget presented to the board last month (\$2,043) is the correct version. Danielle Trumble and William Hutchens again expressed concern that the contingency amount was too little. Edward Cordwell motioned and Jenny Selin seconded to accept the 2019/2020 BOPARC Budget. Edward Cordwell, Jenny Selin, Rachel Fetty, and President Hathaway voted yes on the budget. Danielle Trumble and William Hutchens voted No. Motion passed 4-2.

New Business:

- **MUB Raw Water Line – White Park** - President Hathaway opened the floor to the board for discussion on the raw water line in White Park. Jenny Selin asked to see a policy moving forward to get ahead of these types of projects with an established process and criteria. William Hutchens asked the question of what is BOPARC's role in this and how do we get in the loop on these things sooner. William Hutchens asked City Attorney Ryan Simonton about the referral to the easement granted to MUB mentioned in the public comment portion. City Attorney Simonton reviewed the approval process through the city council. The city's current practice for authorizing new uses of other utilities is to do so by licensing agreement which is a property management function executed by the City Manager and the BOPARC Director. Jenny Selin asked what the width of the easement along Mississippi Street was. City Attorney Simonton provided her with the width of 20ft. He said he could also email those easement documents to the BOPARC Board. Rachel Fetty thanked the public for coming out and giving their input on the project. Ms. Fetty proposed that at a minimum BOPARC have a position on the water line by the next meeting and make a recommendation to MUB and City Council. President Hathaway would like to see all of the information before the board weighs in on a choice. William Hutchens would like more information regarding the soil contamination and what are the regulations regarding work in the area. Jenny Selin would like all the BOPARC Board Members to walk the proposed routes to have more of an idea of what areas will be affected. Danielle Trumble motioned and William Hutchens seconded to recommend that Director Wiles attend the MUB public meetings and keep the BOPARC Board apprised of any updates in order for the board to provide input. Motion passed unanimously.
- **Novak Report** - Director Wiles presented the board with the report formulated from their strategic planning retreat. The board will need to respond to the report and then set the final goals. Rachel Fetty moved to postpone the discussion on the report to a special meeting and Danielle Trumble seconded. Motion passed unanimously.
- **Strategic Priorities** - Based on the vote about the Novak Report the board would also like to postpone talk about strategic priorities to the same special meeting. Jenny Selin asked that paper copies of the strategic priorities be brought to the special meeting. Danielle Trumble motioned and Rachel Fetty to postpone the discussion on strategic priorities to a special meeting before the next regular meeting. Motion passed unanimously.
- **Health and Wellness Commission** - The BOPARC board needs to recommend a board member to sit on the City's Health and Wellness Commission. President Hathaway currently holds the seat and is no longer interested in serving. After board discussion, Edward Cordwell moved to recommend to city council that President Hathaway be

reappointed on the Health and Wellness Commission and Jenny Selin seconded. Edward Cordwell and Jenny Selin voted Yes. William Hutchens, Danielle Trumble, and Rachel Fetty voted No. Motion failed 2-3. The board discussed the seat more. Rachel Fetty motioned to recommend to city council that Danielle Trumble as the BOPARC representative on the Health and Wellness Commission and Jenny Selin seconded. Motion passed unanimously.

Board Comments: Director Wiles discussed with the board the meeting schedule for the upcoming fiscal year. She also informed the board that the meetings in June, July, and August will need to be held at Wiles Hill due to camps being held in the Marilla Center in the summer. Jenny Selin asked that meetings be moved to a different time of the month. After board discussion, it was decided to move the board meetings to the 2nd Wednesday starting July 2019 at 3pm. A second public portion at the end of the meeting was discussed and Mr. Simonton suggested that the Chair could incorporate additional public comment at the end if applicable.

William Hutchens is concerned about the water line issue and is interested in how BOPARC moves forward.

Danielle Trumble thanked MUB for willing to listen to public input. She asked when BOPARC was first made aware of the water line discussion. President Hathaway informed her that the board all found out recently just like the staff and city. Ms. Trumble also mentioned that it is good practice to have a contingency in the budget.

President Hathaway was happy that MUB came and discussed the water line with the board. He believes that discussions should have started much sooner.

Adjournment: William Hutchens motioned for adjournment, Rachel Fetty seconded and the meeting adjourned at 6:19pm.

Brooke McKinney

6/19/2019

Respectfully Submitted, Brooke McKinney, Secretary to the Board

Date

Patrick Hathaway

6/19/19

Approval Acknowledged, Patrick Hathaway, Board President

Date