

# Marion County Parks And Recreation Commission

\_\_January 22, 2024\_\_\_\_\_ – 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

Josh Rice

Dave Shaw

Butch Tennant

## 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 \_5:58pm\_p.m. by \_Jay Ford\_\_(President).

Jay welcomed everyone and mentioned that Bob Brookover was still in the hospital but doing well.

The motion was made by \_Josh Rice\_ and seconded by \_Butch Tennant\_\_ for the **approval of the minutes** for \_December 18, 2023\_\_. Motion Carried \_\_\_\_X\_\_\_\_ Motion Denied \_\_\_\_\_

## II. Financial Report for \_\_\_December 2023\_\_\_\_\_

Questions and discussions – Phil noted that we have received 65% of our expected revenue for this fiscal year and wondered if this is normal to have this much at this time. Tony stated that we are ahead this year and got a late November levy check in December. We are still expecting ~\$650,000 for the rest of this fiscal year.

\$75,000 payment to Thrasher for their 1<sup>st</sup> payment towards the MLR project.

Community Assistance payment to Mannington was sent; the next payment won't be until the next fiscal year.

The motion was made by \_\_\_Josh Rice\_\_ and seconded by \_Butch Tennant\_ for the **approval of the financial report and invoices** for \_December 2023\_\_. Motion Carried \_\_\_X\_\_\_ Motion Denied \_\_\_\_\_

## III. Committee Reports

- a. Program and Publicity – no report
- b. Finance – Tony noted that we need a new finance committee for this year
- c. Long-Term Vision
- d. Nominating -discussion was held to hold election of new officers until the February meeting due to some members not being re-appointed to the board yet.

The motion was made by \_\_\_Dave Shaw\_\_\_ and seconded by \_Phil Burton\_ for the **approval of postponing executive officer elections until the February Board Meeting**\_. Motion Carried \_\_\_X\_\_\_ Motion Denied \_\_\_\_\_

- e. Personnel – Bob and Jay have been re-appointed by the Board of Education, but we are still awaiting the City of Fairmont to re-appoint Craig White. Craig initiated discussion about inviting some community members to be on our committees. Dave noted that he has some reservations bringing outside individuals to these committees. Craig suggested getting people from various community groups – FSU, Chamber, CVB, etc. The consensus was that this may be ok for some of our committees.

#### IV. Director's Report

- a. MLR Project Update – Dec. 28<sup>th</sup> construction contracts signed with Veritas and Thrasher (meeting minutes were submitted). Performance and payment bonds have been filed with the County Clerk's office and copies were submitted. Jan. 5<sup>th</sup> Notice to Proceed issued to Veritas and they have proceeded to apply for all their permits. The first progress meeting was held Jan. 16<sup>th</sup> and a copy of those minutes were submitted. Veritas has the building, planning and water permits from the City of Fairmont; site mobilization and demolition are scheduled to begin Jan. 22<sup>nd</sup>. A timeline was submitted with the April 15<sup>th</sup> deadline for the A-ball field completion although they may not have electric at that time. Tina will be working with FLL and all teams with scheduling. Josh Rice mentioned that the County Commission would like to see the football field at MLR park turfed. We have already spoken to them about this project, and at some point we will request funding from them for this project. Tony mentioned that he will be contacting the county commission to find out how they will be sending the monies (gift and loan). Jay asked him to keep the board informed of their response.
- b. Audit update – the 2022 and 2023 audits are complete. There were no significant audit findings and MCPARC was compliant with all standards. Tony praised our bookkeeper – Krystie Davis for her excellent job with the retention and dissemination of our financial records. He will take a copy of the audit to the county commission tomorrow and also update them on the MLR project.
- c. Long-term vision committee meeting - a tentative date of Feb. 12<sup>th</sup> (5:30pm) has been set for the committee meeting. All board members are invited, and Jay asked that the office do a rsvp and also invite members of the Fairmont City Council. Tony noted that local community member – Dalaina Kusich would like to attend.
- d. 2024 Community Grant program – community grants are available in both the office and on our website. Applications are due by March 13<sup>th</sup> at 5:00pm. Grants will be awarded at the March 18<sup>th</sup> board meeting. The Times WV will be running a feature article on the grant program in the near future.
- e. Monongah retaining wall – Tony included a letter from the Mayor of Monongah requesting \$20,000 for the completion of the retaining wall at the baseball field. He also enclosed the invoice from Petrucci Brothers for the completed project. Tony brought the check to the meeting to be signed since it was already voted on and approved at the September 2023 meeting.
- f. Project Report

- i. MCPARC assisted with the annual Run to Read half marathon that was held Jan. 13<sup>th</sup> on the rails to trails.
  - ii. Maintenance crew is currently working on constructing the new stainless steel metal gate doors for the wave chambers of the wave pool.
  - iii. All MCPARC equipment is being serviced and repaired in preparation for Spring.
  - iv. Maintenance crew continues to check and clean parks; continues to work on the shop annex as weather permits; and assists with snow removal.
  - v. We will be assisting the Daughters of the American Revolution moving some rocks for their memorial at Prickett's Fort.
  - vi. We are assisting with the construction of the batting cage behind the softball field at East Marion Park.
- g. Josh Rice asked about the property at Whitehall and the AML Grant. According to 5-Mile, everything has been completed and we are just waiting on the assessment to be approved. Tony noted that 3 weeks ago Larry Puccio said that things are done and the approval should come soon.

## V. Sports Management Director Report

- a. Community Engagement –
  - i. Tina included a request letter from the County Commission for support of Palatine Park. Discussion was held.

The motion was made by  Dave Shaw  and seconded by  Tracy Evans  to sponsor \$7500 towards Palatine Park for their summer programming. Motion Carried  X

- ii. Bradley Field from the Isaac Walton League Conservation group will be placing pipes along the pond at Guyses Run for fishermen to put their old lines in to eliminate them being thrown on the ground or in the pond.
  - iii. Tony and I will be meeting with Carly from the City of Fairmont to discuss collaborations for this year's Celebrate Trails Day. (Jan. 22<sup>nd</sup>)
- b. The K-3 basketball league had a clinic with the FSU Men's and Women's basketball teams on Jan. 2<sup>nd</sup>; they are hosting 2 MCPARC days at their home basketball games – January 13<sup>th</sup> and February 7<sup>th</sup>. Games began for the 2<sup>nd</sup>-3<sup>rd</sup> league on Jan. 7<sup>th</sup> and on Jan. 13<sup>th</sup> for the K-1<sup>st</sup> league.
  - c. We've been working on summer programming in the office but are awaiting both the MCBBoE and the FSU academic calendars.
  - d. MOU's for all MCBBoE teams using MCPARC property were sent out via email to all board members for review. Tina requested approval of these so they could be sent to their respective school/team.

The motion was made by  Josh Rice  and seconded by  Craig White  for the **approval of** all MOU's as submitted. Motion Carried  X  Motion Denied \_\_\_\_\_

Tina will get them delivered to each team tomorrow.

- e. Tina continues to work closely with Thrasher and Veritas for the MLR project and assist with any tasks as needed.
- f. The MCPARC Community Band held a rehearsal Jan. 15<sup>th</sup> for prospective members. Regular rehearsals will begin on April 8<sup>th</sup>.

- VI. **Maintenance Report** – submitted list of all projects, repairs and work completed last month.
  
- VII. **New Business** – no new business
  
- VIII. **President’s Remarks** – no remarks
  
- IX. **Around the Horn**
  - a. **J. Bledsoe** - absent
  
  - b. **R. Brookover** - absent
  
  - c. **P. Burton** – the 20<sup>th</sup> Annual Fairmont Ice Bowl will be held the last Saturday in February. It is a major fundraiser for the soup opera – last year it raised over \$11,000.
  
  - d. **T. Evans** – no comment
  
  - e. **J. Ford** – no comment
  
  - f. **R. Garcia** - absent
  
  - g. **C. Maxwell**- absent
  
  - h. **J. Rice** – no comment
  
  - i. **D. Shaw** – no comment
  
  - j. **B. Tennant** – no comment
  
  - k. **C. White** – no comment

With no further business, the motion was made by \_\_Dave Shaw\_\_ and seconded by \_\_Phil Burton\_\_ for meeting adjournment at \_\_6:53\_ PM. The motion carried.

\_\_Tina Mascaro      Sports Management Director                      February 5, 2024\_\_\_\_\_

Minutes Recorded By (Signature)    Title    Date

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Approved/ Disapproved    Initials    Date