Jefferson County Parks and Recreation

Minutes – Board Meeting June 28, 2017

1. Call to Order at 7:00 p.m.
2. Roll Call: In attendance were Dave Hill, Toni Milbourne (arrival at 7:15), Ann Mountz, Ranale Jones, Jim Lee, Christopher Neal, Heather McIntyre Jimmy Pierson, Jennifer Myers, Kathy Skinner (BOE) and Josh Compton (CC)(Arrival at 7:30)
3. Public Comment: Peter Onosko, President Jefferson County Commission introduced himself to the Commission. Terry Thorson and Jeffrey Bannon spoke on behalf of Build a Bigger Dog Park.
4. Approval of Minutes: Motion by McIntyre to approve minutes of May 17, 2017. APPROVED.
5. Treasurer’s Report
6. Director’s Report: Written report provided. Highlighted: Summer program status and grant updates..

Motion by Ann Mountz to approve new hires: Katie Hardy, James Cantrell, Aislynn White and Kailey Moler. APPROVED.

1. Standing committees:
2. Executive: Met and discussed some items on agenda including bonding requirements and board member participation.
3. Finance:
4. Facilities/Acquisition: Discussion of Picnic pavilion RFPs, updated concept plan and goose hunting. Insurance does not recommend goose hunting. Also discussed netting at Leetown and recommended that director go ahead with replacing netting as cost appears to be under amount authorized for director to spend.
5. Audit
6. Unfinished Business
7. Discussion and possible action on Special Event Policy. Motion by Mountz to approve Special Event Policy as presented. APPROVED.
8. Discussion and possible action on new bonding requirements for FDIC insurability. Executive Committee recommends moving to ICS as presented by Bank of Charles Town. Motion by Pierson to move to ICS. APPROVED.
9. Old Business

Final reading to dissolve the Fundraising Committee. TABLED until July.

1. New Business
2. Discussion and possible action on request to harvest wood from downed trees at County Park sites of historic interest for wood working.

Neil Super presented request to board to harvest wood for wood working. Motion by Mountz to approve. APPROVED

1. Discussion and possible action on request for greater online presence and update on dog park(s).

Members of the “Build a Better Dog Park” group spoke requesting updated minutes be placed online as well as information on the county’s calendar. Further discussion on the dog parks in general ensued. Christopher Neal was named liaison to the dog park group and will communicate with them on any developments on the park(s).

1. Discussion and possible action on FY 17-18 budget.

Budget was presented by Treasurer David Hill. Motion by Mountz to approve FY 17-18 budget. APPROVED.

Executive session called for personnel issue at end of meeting. Motion to enter executive session made by Mountz at 9:05 p.m.. Motion to leave executive session made by Mountz.

Motion by Hill to proceed with a letter to Mr. Leeds Corbin regarding finalization of his employment with the assistance of Parks and Recreation attorney to include payment of his vacation hours in the approximate amount of $2,100. APPROVED