Jefferson County Parks and Recreation Commission

Minutes

Oct. 19, 2022 Meeting

1. Call to Order: Meeting called to order by President Toni Milbourne at 7 p.m.
2. Roll Call: In attendance were Board members Milbourne, Baker, Benzinger, Manuel, Marshall and Allen. Also in attendance were staff members Jennifer Myers, David Kling and Tommy Van Vliet.
3. Public Comment: None
4. Approval of Minutes: Motion to approve minutes by Benzinger with change to add Director Myers to Roll Call and move County Commission Liaison Clare Ath to the end of the attendance list. Also add in New Business #1 that Baker voted against the motion. Unanimous approval with changes.
5. Treasurer’s Report: Written and verbal report presented by Marshall.
6. Director’s Report: Written report presented
7. Standing Committee Reports: None of the standing committees met.

1. Executive

2. Finance

3. Infrastructure

4. Operations

5. Audit—Noted that the contract from the state should be in hand by week’s end.

1. Unfinished Business
2. Discussion and possible action on the maintenance, upkeep, and amenity offerings at Leetown Park.

Motion by Marshall to convert fields to multipurpose fields and decommission lighting system.   
Subsidiary Motion by Manuel to postpone action until additional information can be gathered. Subsidiary motion passed 6-1 with Marshall voting against.

1. Discussion and possible action on a Fleet Safety Program.  
   Draft was referred back to committee for additional review.
2. Discussion and possible action on scheduling evaluation for Executive Director.  
   Refered to executive committee.
3. Discussion and possible action on contracting a Human Resources Firm for assistance with HR related matters and updating the employee handbook.   
   Motion to table to get additional information from current staff.
4. Old Business1.Discussion and possible action on Riverside easement with West Virginia Land Trust.  
   Additional information shared from Attorney Steve Groh. No action taken.
5. New Business
6. Discussion and updates on lacrosse program; Jefferson County Wild.  
   Larry and Sandy Knoerlein (Coach and Manager) came before commission to share information about the first year of lacrosse. Kling also shared information via a slide presentation. Plans outlined for increase in the program. Presented Sandy & Larry Knoerlein of WV Wild with a certificate of appreciation for their dedication to the lacrosse program.
7. Adjournment: Motion by Benzinger. Approved unanimously. Meeting adjourned at 8:43 p.m.