

Minutes of Jefferson County Parks and Recreation Commission Regular Meeting held February 17, 2010

I. The meeting was called to order at 7:05 PM

II. Roll Call:

Commissioners Marshall, Knott, McVicar, Tiano, Hoak, Nichols; Molina and Robert were in attendance. Commissioners Milbourne, Jacobs and Shirley were absent. Assistant Director Jenifer Myers filled in for Director Tim Barr (illness). County Commissioner Dale Manuel was in attendance.

III. Public Comment:

Karen Hannon, resident in Hite Road area had questions concerning Hite Road Park.

John Poole of Charles Town Parks & Rec noted they are applying for grants

Martin Burke of the Historical Landmarks Commission provided information regarding the Cement Mill property and its historic significance. Stated owner will not be obligated under state law to do any preservation. HLC would like to help in preservation effort but they have very limited funding.

IV. Minutes:

Minutes from January 20, 2010 Meeting were approved unanimously without correction.

IV. Treasurer's Report:

It was noted that the maintenance salary line item is over budget. Commissioner Knott indicated that this will correct itself by year end.

Program Costs – Swimming Pool rental at SU Wellness Center; Commissioner Tiano volunteered to assist Assistant Director Myers in meeting with Jim Sweeney (Shepherd Wellness Center Director) to review pool rental contract. The goal is to negotiate a fair price that will allow JCPRC to run swimming programs at a break even with the least number of per class participants possible.

Electric – Commissioner Marshall requested a copy of lease agreement used for lighting at Sam Michael's. Apparently, the JCPRC pays a fixed fee for a period of time regardless of usage. This was the deal to get the "free" installation.

PEIA/Insurance Cost – Commissioner Molina noted Senior Center is looking at Mountain State Blue Cross/Blue Shield.

Background check expense – should these be required for Board of Ed employees. Check to see what BOE requires.

V. Director's Report:

Discussion of making attachments available as stand-alone documents instead of embedding them as some commissioners could not open the attachments from within the Word document.

## VI. Standing Committees

Executive – no report

Finance – Next meeting March 1 at 6 pm to discuss budget submittal

Audit – no report

Land Acquisition – Cement Mill property appraisal received. Next meeting March 1 at 7 pm

Facilities – Kables in favor of proposed lease, discussion of estimates to remove trees and place fencing around Cement Mill property structures, discussion of need for handicap accessible equipment in playgrounds, discussion of dog park survey results.

## VII. Old Business

None

## VIII. New Business

Approval of budget submittal for FY2010-2011 motioned by Marshall, 2<sup>nd</sup> by Hoak, approved unanimously

## IX. Adjournment