

**Commissioner Jacobs calls to order 7:10 p.m. and declares a quorum.**

**Roll:**

**Present:** Bill Hoak, Toni Milbourne, Charles Cheezum, Dan McVicar, Shawna Molina, Paul Marshall, Mike Jacobs, George Nichols, Cheryl Roberts, Lou Tiano

**Absent:** Bobby Shirley

**Public Comment:** NONE

**Approval of Minutes:**

February meeting minutes:

**Commissioner Roberts** motions to approve minutes

Nichols Seconds (motion carries with 10 votes)

**Charles Town Ranson Little League:** Brendon Fitzgerald and Robert Rishard presented. Baseball fields in Jefferson County need work, the JCPRC grounds crew is finishing up. Dugouts will be done 3/20/08 and the Senior League field will also be don. Senior field is at Sam Michaels Park.

Brendon Fitzgerald presented on the CTRLLL budget and the monies being tracked along with volunteer man hours, supplies etc. Commissioner Marshall suggested the CTRLLL Board track all potential expenses to generate an actual dollar amount of all man power, donations, supplies etc. Commissioner Marshall also suggested the CTRLLL go to the City of Ranson and Charles Town for their support and this too should also reflect in the budget.

Commissioner Jacobs refers the group to work with the JCPRC Facilities Committee.

**Commissioner Milbourne motions** the Director draft a letter with the JCPRC Board Presidents signature stating the JCPRC Commission supports the CTRLLL concession stand project at the little league fields

**Molina Seconds** (motion carries with 9 votes, Marshall Abstained)

CTRLLL Board President Contact information, Brendon Fitzgerald

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725-9257

**Directors Report**

PARK STATUS REPORT

Sam Michaels Park

**Current Projects:**

1. The maintenance facility restrooms are 95% completed, with painting and installation of plumbing fixtures scheduled to be performed next week.
2. The performance stage used for bands during the Arts and Crafts Fair and the Fourth of

July celebration is in need of repair and will be rebuilt this Spring by the Chamber of Commerce. JCPRC will provide labor as needed for this project.

**Future Projects:**

1. Park entrance signs will be installed at each end of Sam Michaels Lane this Spring.
2. If Impact Fee funding is approved by the County Commission, street lighting will be installed on Sam Michaels Lane.
3. If Impact Fee funding is approved by the County Commission, a ½ mile paved walking track will be constructed around the community center.
4. The Charles Town/Ranson Little League recently completed construction of a 300 foot Junior League Baseball field and is currently seeking funding for the installation of electricity to the baseball fields, field lighting and a concession/restroom facility.
5. A picnic shelter needs to be installed adjacent to the newly installed playground area. Funding for this project has not been identified; the JCPRC staff is seeking donations.

Leetown Park

**Current Projects:**

1. With grant funding from the LWCF and a private donation, the thirty year old tennis courts will be refurbished, including new asphalt, painting, nets and fencing.

**Future projects:**

1. The lighting system on the Fast Pitch field at Leetown Park needs to be replaced within the next five years. The system is over thirty years old and is constantly having maintenance issues. No source of funding has been identified for this project.
2. The perimeter chain link fencing at Leetown is in disrepair and will be replaced this Spring. Material Cost will be minimal, but the project will be labor intensive.
3. All buildings including the picnic pavilion, dugouts, kitchen/restroom facility have had new roofs installed in the past two years and are in good shape. The interior of the restroom facility will be renovated this Spring. Cost for this project will be minimal.
4. The playground equipment is over thirty years old and should be replaced within the next five years.

South Jefferson Park

**Current Projects:**

1. A new Soccer Field was excavated and seeded in Fall 2007. The field will be reseeded as needed this Spring.

**Future projects:**

1. An access road and parking needs to be constructed adjacent to the Al Hooper Senior League field located in the rear of the park. Funding source has not been identified for this project.
2. The Babe Ruth Baseball League has been asking for an additional t-ball field to be constructed at South Jefferson Park. Funding for this project has not been identified.
3. A walking track will be constructed around the Park. Partial funding for this project has been received, additional funding has not been identified.

Moulton Park

**Future Projects:**

1. Perimeter fencing needs to be installed, the boat ramp needs to be replaced and individual campsites need to be constructed. Funding for this project has not been identified.

*A) Discussion on partnering with the Department of Natural Resources*

Morgans Grove Park

**Future Projects:**

1. The well is extremely weak and fails every summer during large events. The

Shepherdstown Men's Club has been informed of the need to either obtain a public water supply or construct a new well to meet the growing demand on the current well.

2. The Shepherdstown Men's club applied for and received a grant to plant a riparian buffer around town run in the park. Planting will take place on March 28<sup>th</sup> and 29<sup>th</sup>. JCPRC staff has been consulted to ensure that the plantings will be conducive to the current activities at the park.

#### Mt. Mission Park

##### **Current projects:**

1. The small basketball court will be renovated at Mt. Mission Park this Spring with funding from the Friends of Mt. Mission and CIP funding from the County Commission.
2. The swing sets at Mt. Mission are over twenty-five years old and should be replaced. This park has a small amount of play equipment and should have a new play system installed in the next five years.

*A) Tim confirmed the swing sets at Mt. Mission are safe and certifiable for use*

#### Bolivar Park

All projects at this park are minor maintenance issues.

**Commissioner Hoak motions** to name the Sam Michaels #1 ball field after Jeff Dettart

**Commissioner Nichols** Second (Motion carries with 10 votes)

#### **Directors Evaluation**

**Commissioner Roberts** motions to accept the Directors Performance Evaluation

**Marshall Seconds** (motion carries with 7 votes)

McVicar, Cheezum and Milbourne abstained

#### **Land Committee**

**McVicar motions** to have the land committee prepare a formal proposal for purchase of 119 acre lot under the cap discussed in executive session

**Hoak Second** (9 votes, motion carries)

Molina objected on grounds the purchase is excessive and located in an isolated area.

**Milbourne motions** to go into Executive Session

**Molina Seconds** (motion carries with 10 votes)

**Milbourne motions** to come out of Executive Session

**Nichols seconds** (motion carries with 10 votes)

**McVicar motions** for the land committee to spend up to \$2,000 (two thousand dollars) in advertising for JCPRC purchase of land

**Milbourne Seconds** (motion carries with 9 votes)

Molina abstained

McVicar motions to adjourn

Hoak Seconds (motion carries with 10 votes)

9:35 p.m.

