

Jefferson County Parks and Recreation
Minutes Meeting
September 15, 2010

I. Call to Order: President Marshall called the meeting to order at 7:00 p.m.

II. Roll Call: Present at meeting were: Bill Hoak, Toni Milbourne, Paul Marshall, George Nichols, Heather Morgan, Jimmy Pierson, Lou Tiano, Bobby Shirley, Gene Taylor, Mike Jacobs and County Commissioner Dale Manuel. Also present was Assistant Prosecuting Attorney Stephanie Grove.

Absent was: Dan McVicar.

III. Public Comment: None

IV: Motion to Approve August 10, 2010 Emergency Meeting Minutes. made by Pierson; second by Morgan.

Corrections to minutes: Manuel requests to add to minutes that he was in favor of a suspension of Director Barr so that Barr could address commission. Manuel had no vote in the matter, but gave his opinion as liaison to Commission. Jacobs and Taylor also request to add they believed Barr should have been present to speak. Neither of those commissioners were in attendance at the Emergency Meeting.

Motion to approve with corrections with Jacobs, Taylor abstaining.

V. Treasurer's Report: Written report provided. Question for Mr. Diehl on Hotel/Motel tax. He was not present at meeting to respond. Question will be forwarded.

VI. Director's Report

- Lauren Thurston prepared and presented written Director's Report.

VII. Standing Committee Reports

Executive: No report. Marshall indicated a meeting will be scheduled with Asst. Director Myers. That meeting will be noticed.

Finance: Tiano reported on extensive items:

1. AskNeal bill for \$10,000 – Tiano explained that Neal Nilson had not billed the commission for work completed for nearly a year and has now submitted the bill.

2. Tiano will work with Alleghany Power on reducing cost of electric bills. Finance committee recommends going to 100 watt bulbs except at the gates.

MOTION by Jacobs to switch to 100 watt bulbs. Second by Pierson.

Unanimous approval.

3. Concession/Pavilion rentals: Facilities will work out a fee structure.

4. Leave Requests: President will approve and Director will give weekly account of leave used.

5. Discussion on gas contracts. Will work with Bill Polk at county to see if deals can be made.

6. Purchase Orders – Finance recommended the institution of purchase orders for any purchase over \$150.

MOTION by Pierson to use Purchase Orders for any purchase over \$150.

Second by Jacobs. Unanimous vote.

7. Compensation adjustments: To be discussed in executive session.

8. Cash receipt log has been instituted at front desk.

9. Discussion of cable usage in the building.

MOTION by Pierson to authorize Tiano to change to basic cable for cost savings. Second by Jacobs. Unanimous approval.

Audit: WV State Auditor's office will conduct audit. A project manager has been assigned but no timeline given.

Land Acquisition: No activity

Facilities: Hite Road Update: PZ&E meeting will be scheduled so bids can go out for infrastructure work.

No report on agricultural lease because McVicar absent.

Facilities will look at Impact Fee fundable projects at Hite Road

Dale Manuel will work with DNR on boat ramp status.

Grants & Fundraising: No report.

VIII. Old Business

- County-wide P&R Summit: Milbourne reported Summit will be held at Sam Michaels Sept. 25.

- Discussion of process for JCPRC employee issues: Discussion of due process.

MOTION by Jacobs to extend an invitation to Tim Barr to come before the commission to provide an opportunity to speak to the action taken against him and the specific allegations. Second by Hoak.

Discussion included Grove saying that all employees are "at will" and there is no bearing for a "hearing".

VOTE: For the motion: Hoak, Jacobs, Taylor. Against the motion:

Nichols, Tiano, Pierson, Shirley, Marshall, Morgan, Milbourne.

Clarification given that Barr could appear at any point to speak in public comment. The board never barred him from county property only from employee-only locations in the building.

- Brendan Frazier will meet with facilities to provide update on CT/R Little League field play/usage.

IX. New Business

- Rain Garden: Elks Run Water Group wants to put up signage MOTION to approve signage by Jacobs. Second by Taylor. Unanimous vote.

- Nichols calls for recognition of Charlie Cheezum in the audience.

- Staff Compensation adjustments.

MOTION by Tiano to enter Executive Session. Second by Hoak. Reference to WV Code 69.a.4.2a

MOTION by Taylor to exit executive session. Second by Nichols.

MOTION by Pierson to offer John Kite full time at his original salary/ benefit package. Second by Taylor.
Unanimous approval.

MOTION by Marshall to offer Lauren Thurston full time salary at her current base pay along with an addition \$3.00 per hour while serving as acting director retroactive to August 10. Second by Tiano.
Jacobs voted against; all others for the motion.

X. Adjournment

MOTION to adjourn by Taylor; second by Morgan.

Respectfully submitted:

Toni Milbourne

Secretary=