

**KANAWHA COUNTY PARKS & RECREATION COMMISSION  
COMMISSION MEETING**

**July 15, 2020  
MINUTES**

**CALL TO ORDER**

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, July 15, 2020 at the Coonskin Park's Oak Room. This is the monthly meeting of the Kanawha County Parks and Recreation Commission. President Tackett called the meeting to order at 2:00 pm.

**ROLL CALL**

**PRESENT:**

Janet Drumheller, Stuart Smith (Phone), Andrew Jordon, John Huddleston, Dave Pope, Allen Tackett, Karen Haddad, Chris Hamilton

**ABSENT:** Doug Tench, Don Stamper and Pat Donahoe

**OTHERS**

Commissioner Shores and Leslie Koepsel (Phone)

Jeff Hutchinson, Director

Brad Maschari, Chief Eddie Amburgey and Sarah Menefee

Jordan Herrick (Phone)

**APPROVAL OF MINUTES**

Commissioner Haddad made a motion to approve minutes from June and Commissioner Drumheller seconded the motion. All were in favor.

**PERSONNEL COMMITTEE**

Jeff reported that we are having trouble finding part time employees and we are in need of a lot of people. He reported that the grounds superintendent at Big Bend got into a motorcycle accident and he will be out for a while.

**LONG RANGE PLANNING**

Commissioner Smith reported that this is the last full month that the pool will be open until the kids go back to school. They are operating with two three-hour secessions allowing only 100 people per session. The park is completely open now and they reduced the cart rule which helps Big Bend.

**FINANCIAL REPORT**

Sarah deferred the financial report until next month as this is the end of the year. She submitted reports from March-May for the CARES Act and she turned in \$147,732 and we have been approved for \$14,021.03. Park Police were the only payroll that was reimbursed. There is another \$5,000 she submitted for June. Sarah updated the spread sheet and from March – June we returned \$25,414 between clubhouse and shelter refunds. The YMCA pools income was \$4,859 and the expenses were \$12,176 that the YMCA submitted. We

pay the utilities for the pool and CARES doesn't reimburse for payroll. They do reimburse for the Park Police and PPE's.

### **GOLF COMMITTEE**

Jeff reported that the Superintendent at Big Bend got into a motorcycle accident and will be out for a while. He said they talked to his back-up and he will be here on July 24<sup>th</sup>. He said we are short on personnel but the golf has been good. We had some problems at Big Bend with chemical applications and we got some outside help coming in to help with that. There are 9 holes at Big Bend turning yellow. He said the surface is puttable but it doesn't look as good. The heat is hurting things and allowing 2 people in a cart is helping pace of play.

### **COONSKIN FOUNDATION**

Commissioner Pope reported that the grand plan for Coonskin is on hold due to the virus. He reported on the range and it is closed today for maintenance.

### **PUBLIC SAFETY**

Chief Amburgey reported that since Memorial Day we had 30,910 vehicles in the park. He said there has been some damage at Meadowood due to side by sides and he is working on that.

### **DIRECTORS REPORT**

Jeff reported that he met with Adam Kaminski and he is help spraying at Big Bend. He said that the problem is that Travis is in the hospital and no one else is licensed to spray. He is worried that the last time we sprayed they added to many chemicals and we could lose nine greens at Big Bend. He would rather have Adam spray and try to help the over chemicalization. Jeff sent Adam all the logs on the chemicals and spraying and he will point us in the right direction. He said that Travis should have had a program but it was not written down and hopefully by next week we have a plan and Travis Gill will be back on July 24<sup>th</sup>. Travis Gill holds a spraying license and there are only four grounds employees at Big Bend and they will continue to mow and water and try to keep things alive.

Jeff reported that the front nine holes at Coonskin have been good until Monday when the person did not water and brown spots started emerging. They did not get root rot. The pools morning session has been busier than the afternoon and during the weekdays there have not been a lot of guests. Saturdays and Sundays have been a lot busier.

Jeff reported that we have refunded more than \$29,000 from shelter and room rentals due to Covid. A lot of people are not renting shelters this summer because most are church groups or reunions with older people and they don't want to take the risk. Shelters were not specified in the guidelines and they will hold more than 25 people. We are going with the 100 people gathering guidelines that was specified for weddings.

Next month Jeff said that we seriously have to discuss the Holiday Lights. We don't have enough people on staff or any part time people to help. The lights are its own beast and we usually have at least four part time employees working seasonally. In the past we had

eight people in the maintenance, eight people on grounds at Coonskin and eight people on grounds at Big Bend. When we did not have those people, we got help from work release and the DOC working part time. With Covid, the correctional facilities are on lock down and we no longer are getting those people to work. Right now, we are in a really tight place with employment.

School has been pushed back to September which will be after Labor Day and Jeff talked with the YMCA to see what the guards can do about staying open. Jeff said that we have advertised jobs but we don't have the money to compete with some of these other businesses that can pay over minimum wage. He said its been hard but we are doing the best we can.

**PUBLIC HEARINGS**  
**LEGAL REPORT**  
**PUBLIC COMMENT**

**ADJOURNMENT**

Commissioner Pope made a motion to adjourn the meeting and Commissioner Jordon seconded the motion and all were in favor.

President Tackett called the meeting adjourned at 2:29 pm.

The next meeting will be Wednesday, August 19, 2020 at 2:00 pm.

Respectfully Submitted: Jeffrey K. Hutchinson, Director