

**KANAWHA COUNTY PARKS & RECREATION COMMISSION**  
**COMMISSION MEETING**  
**January 15, 2020**  
**MINUTES**

**CALL TO ORDER**

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, January 15, 2020 at the Coonskin Clubhouse Hearth Room, Charleston, West Virginia. This is the monthly meeting of the Kanawha County Parks and Recreation Commission and Vice President Drumheller called the meeting to order at 2:05 pm.

**ROLL CALL**

**PRESENT:**

Janet Drumheller, Stuart Smith, Andrew Jordon (phone) Pat Donahoe, John Huddleston, Karen Haddad, Don Stamper

**ABSENT:** Doug Tench, Allen Tackett, Chris Hamilton, Dave Pope

**OTHERS**

Jeff Hutchinson, Director

Brad Maschari, Chief Eddie Amburgey, Sarah Menefee

Jordan Herrick

Margaret Zaleski

**APPROVAL OF MINUTES**

Commissioner Donahoe made a motion to approve the minutes with one change. When talking about the audit it says we got an unmodified opinion and it should state that it was an unqualified opinion. Meaning that it's the best we can get. Commissioner Haddad seconded the motion with the correction and all were in favor.

**PERSONNEL COMMITTEE**

Commissioner Drumheller had no report.

**LONG RANGE PLANNING**

Commissioner Smith reported that we are anxious to meet with Ben Franklin School to work on a plan with the holiday lights. She said that it has been suggested and need to do something because we are getting desperate. Jeff reported that we started the last phase of the Big Bend shelter and after that it will be finished. He said that FEMA has started working on the riverbank from the wash out from the flood. There are 2 or 3 contractors working and the timeline on completion is mid-April depending on the weather.

**FINANCIAL REPORT**

Sarah reported that we will defer the finances until next month because we are having problems with Quick Books and it caused the bank requisitions to go in late. She reported on an overview for the Holiday Lights and the gate donations we \$15,904 and the expenses were \$13,753. That netted us \$2,150 which doesn't include payroll. Jeff said that this is something that we do for the community and anything that we make is extra. Chief gave the traffic count and this year we had 9,638 vehicles come through from beginning to the end of the lights. He said that we beat last years total but the year prior to that we had 13,000 vehicles. Chief mentioned that St. Albans closes their light show after Christmas and it is hard for us to get volunteers after Christmas and the traffic is down considerably. He said on the day Santa was here we had 2,000 vehicles come through and the last week of the lights after Christmas we had 209 vehicles come through and that including normal park traffic. He would like to discuss the idea of stopping the light show around

the 27<sup>th</sup> of December because no one is coming through after Christmas. Chief said that he is getting a new traffic counter from the public safety grant and it also has a radar with a flashing sign and an application for your phone. He said that it cost \$3,900 and is paid for from the grant and will be placed near the bridge.

### **GOLF COMMITTEE**

Jeff reported that everyone is working on equipment and we have had some good golf days in December and beginning of January which is good for this time of year. Anything extra we make is a bonus this time of year he said. Jeff reported that we will strip the back nine holes of Coonskin and the front nine is growing in. When it warms up, we will seed and hydro seed the back nine and will be open for spring.

### **COONSKIN FOUNDATION**

No Report

### **PUBLIC SAFETY**

Chief Amburgey reported that everything went well with the lights from and law enforcement side. He said that he got back from the grand jury for the two men that broke into the park and stole cable. They are indicted on 14 different felony's and we had 7 of those. He said they will probably get two years in jail.

### **DIRECTORS REPORT**

Jeff reported that all the lights are down and the cords are gathered for the holiday lights. Shelter reservations started on Monday and we will open Riverside shelter for Memorial Day weekend and that it will be back into rotation. He said that we are buying new picnic tables for Big Bend. He mentioned that the shelter reservations didn't seem as busy this year as in the past and we are renting the Family Center as a shelter. Jeff got a request from the Blue Bell Gospel Sing at Kelly's Creek and they want to use the stage at a discounted rate. They normally use it every year and pay half plus mileage. Commissioner Smith made a motion to allow them to use the stage for their gospel sign and Commissioner Jordon seconded the motion. All were in favor.

### **PUBLIC HEARINGS**

#### **LEGAL REPORT**

#### **PUBLIC COMMENT**

Mrs. Zaleski questioned the new cable on the post near area 15. Chief said that whenever we get snow that part takes longer to melt because of how shaded it is. Its good because we still can open the upper park and have that area shut off because of hazardous conditions. Commissioner Stamper asked about the security system at East Bank and Chief said that we had one there and it was functioning until last summer. He said that we can't buy the housing for it and needed to look at a new one. But we would need internet access to be able to run the new equipment. Commissioner Haddad asked if the park got the cost of living raise that the County got and Sarah answered yes.

### **ADJOURNMENT**

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

Vice President Drumheller called the meeting adjourned at 2:25pm.

The next meeting will be Wednesday, February 19, 2020 at 2:00 p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Director