

**KANAWHA COUNTY PARKS & RECREATION COMMISSION
COMMISSION MEETING
September 20, 2023
MINUTES**

CALL TO ORDER

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, September 20, 2023, at Coonskin Park in the Oak Room. This is the monthly meeting of the Kanawha County Parks and Recreation Commission and President Tackett called the meeting to order at 2:00 p.m.

ROLL CALL

PRESENT:

Allen Tackett, John Robertson, Janet Drumheller, Karen Haddad, Stuart Smith (phone)
Steve Koepsel, Andrew Jordon,

ABSENT: Chris Hamilton, Dave Pope, Pat Donahoe, John Huddleston,

OTHERS

Jeff Hutchinson, Director

Leslie Koepsel, Megan Estep, Commissioner Wheeler

Brad Maschari, Eddie Amburgy, Sarah Menefee, Cliff Wheeler

Jordon Herrick (lawyer) (phone)

Donna Carney, Nancy Sloan, Margret Dolan, Margret Zaleski, Louis Kuhl, News Channel 8 & 11

APPROVAL OF MINUTES

Commissioner Jordon made a motion to approve the minutes from August and Commissioner Koepsel seconded the motion. All were in favor.

PERSONNEL COMMITTEE

Commissioner Drumheller reported that we hired some personnel at Big Bend. She also said that we were in anticipation of Sarah working long distance, but she has submitted a letter of resignation, and her last day is October 13th.

LONG RANGE PLANNING

Commissioner Smith reported we are continuing to work with Carver on our Holiday Light repairs and additional displays. She added that we are about two months out.

FINANCIAL REPORT

Sarah reported that the auditors came in last Monday and did a field study, and took all the info they needed, and she is working with them on the MDA to submit with the audit. The audit should be done in a couple of weeks from when they start. When it's done, we will put it on the agenda for approval. July through August 2023 we had a total income of \$561,397 and that is up \$137,539 from the previous year. The total expenses were \$416,515, that left us with a net income of \$126,075. August alone had an income of \$273,559, with a total expense of \$245,214, which left an income of \$22,661.

Commissioner Jordon made a motion to accept the financial report and Commissioner Koepsel seconded the motion. All were in favor.

GOLF COMMITTEE

Commissioner Robertson reported that the committee met today, and rounds at Coonskin for August was 1,489, and year to date was 3,206 rounds. At Big Bend there was an increase in rounds in August from last year. This year Big Bend had 2,408 rounds, and last August they had 1,205 rounds. Golf has increased at Big Bend and Coonskin. President Tackett added that he, Commissioner Salango, and Jeff looked at the golf course at Coonskin and Big Bend. They looked at the problems that we are getting from FEMA. Commissioner Salango made the recommendation to fix the irrigation at Big Bend, and we can't continue to wait on FEMA. Commissioner Wheeler said that we have one last appeal with FEMA, and that would be our last long shot, and he thinks it would be a good idea to start on the irrigation project. President Tackett gave a recommendation on hole #14 that would turn it into a water hole with an island green. Commissioner Wheeler said that it would be a very nice asset and would like to see it, if we can get it done.

COONSKIN FOUNDATION

No report

PUBLIC SAFETY

Chief Amburgy reported that the vehicle count was 55,589, and that is up about 10,000 from last year, and mostly due to the traffic from the golf course. Chief said that his guys got together and got all the junk metal, mowers, cars, etc. from here and at Big Bend where a lot of the metal came from. He said that we made \$3,500 on that, so that was good and worked out well. Chief Amburgy reported that through the military program, we were awarded a 2005 F550 bucket truck that is worth about \$60,000. The problem was when they picked it up it didn't run. It may be expensive to fix, but it's a low mileage vehicle, so it's worth it. Commissioner Wheeler asked what we are going to do with the \$3,500 from the metal and suggested putting it into a new motor for that truck. The truck has 32,000 miles on it and looks brand new. Commissioner Haddad thanked Chief Amburgy for going above and beyond what normal Police Chiefs do.

DIRECTORS REPORT

Jeff reported that we are at the beginning of a software conversion from QuickBooks to Lightspeed. He said that most people coming off QuickBooks are going to Lightspeed, and they can transfer data, but the transition is going to be tough until we figure it out. The pump station at the lake had some struggles, and we called the contractor we used in the past, and he finished, and now the power company will come in and drop power. They should get started on the power next week. When they start Jeff will call the pump people, and get the intake into the lake, and test it. Next item was allowing Jeff, as the Executive Director, to sign the agreement as a partnership with The Hatfield and McCoy Trail Authority, on the KCPRC Pettigrew property in Tornado, across from Meadowood Park. This is a project that Commissioner Wheeler worked tirelessly on, and we did a press conference on it three weeks ago. This system is for E-Bikes and trail bikes, and

there will be about 50 miles of trail. It's a big thing for WV, and even bigger for us since that property is not used for anything else right now. Commissioner Drumheller asked about the legality, and our lawyer Jordan, has looked into it as well as the county attorney. Commissioner Wheeler said that we looked into it and the lease on the property, and not ownership, and all liability and insurance falls on them. There is a 30 day out clause for both parties. He said across the street at Meadowood there is 600 acres of land owned by KCPRC that is completely undeveloped. Commissioner Wheeler reached out to Hatfield McCoy about that property, and they thought it would be best used for a motorized and E-Bike Trail system, which is a large industry right now. They mapped out right now 30 miles and they think they can get 50 miles of trail. It will be the largest system like this in a park system, probably in the country. Hatfield McCoy has been in the business for a long time and they are very environmental. This is something that we will be able to market with the WV Department of Tourism, and this will help bring in people from out of state, as well for tourism, and also for locals. This will solely be for dirt bikes and E-bikes, and is at no cost to the parks. Commissioner Jordon made a motion to allow Jeff, as the Executive Director, to sign the agreement with the Hatfield McCoy Trail Authority, on the Pettigrew Property in Tornado. Commissioner Robertson seconded the motion, and all were in favor.

President Tackett asked the Personnel Committee to stay after the meeting to discuss Sarah's replacement, and where we go in the future. President Tackett thanked Sarah for all her hard work and effort over the past 13 years, and she faced everything that came her way, and never had any problems. She will be missed. Commissioner Koepsel said, with the help of St. Albans, and Commissioner Drumheller, we took 9 holes off the disc golf course there, and they are donating them to Coonskin. He said that he is designing and making a professional style disc golf course in Coonskin Park, that will run throughout the park, and will cost the park little to nothing to complete. Commissioner Wheeler thanked Commissioner Koepsel for all he does with disc golf. Christmas at Coonskin with Santa will be December 1st, with the train starting at 4:30 and running until 9:30.

LEGAL REPORT

PUBLIC COMMENT

Written notes available upon request.

ADJOURNMENT

Commissioner Haddad made a motion to adjourn.

President Tackett called the meeting adjourned at 2:28 p.m.

The next meeting will be Wednesday, October 18, 2023, at 2:00 p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Director