

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

**May 15, 2024  
MINUTES**

**CALL TO ORDER**

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, May 15, 2024, 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, Steve Koepsel, Dave Pope, Tyler Ohrn, Janet Drumheller, Andrew Jordon,

**ABSENT:** Pat Donahoe, Karen Haddad, Crescent Gallagher, Chris Hamilton,

**OTHERS**

Jeff Hutchinson, Director

Commissioner Wheeler, Leslie Koepsel

Brad Maschari, Eddie Amburgey, Cliff Wheeler, Sarah Menefee

Greg Stram, Donna Carney, Margret Zaleski

Jordan Herrick (phone)

**APPROVAL OF MINUTES**

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

**PERSONNEL COMMITTEE**

Commissioner Koepsel reported that Big Bend hired Joe Compton and Lee Hinzman started on Monday on the grounds and maintenance crew.

**LONG RANGE PLANNING**

Jeff reported that Carver, who has been helping with the Holiday Lights, has asked us to pick up the fixtures and materials we had at Carver. There have been 3 new instructors in this current school year and are unable to help us at this time. The instructor said that he would try to get it sorted out by fall. Jeff said right now we have no help from Carver with Holiday Lights.

**FINANCIAL REPORT**

Sarah reported that she updated the check register on the spread sheet and as of 4/30/24 it shows \$279,604 in our checking and it lists each item of what is due in May and the rest of April. Included is a balance sheet that shows that checking account statements. July – April 2024 the total income was \$2,199,107 with a gross profit of \$2,150,584. The total expenses were \$2,006,092 with a net income of \$144,491. The income was \$393,056 higher than last year due to the new golf course. Add back the non-recurring contributions and that leaves a net income of \$191,464. In-house P&L statement she shows \$89,419,

which are currently balance sheet items and adds them to the expenses to show \$55,071 net income. Commissioner Wheeler stated that is a more accurate statement and he understands that there are certain things that the auditors are not allowed to put on PNL. Sarah added this as an in-house statement and not for the audit. Commissioner Wheeler asked if we were comfortable in saying that \$55,000 is our net ordinary income. Sarah answered yes. Commissioner Wheeler asked why we are holding that \$55,000 and if it is for a dead period. He assumes the park's money maker is Big Bend and hopefully we will continue to get that profit. He asked what conversations we are having with administration to use the \$55,000. Jeff said that we still have to spend money on licenses and insurance payments. Sarah said it could be around \$18,000, and we also have to pay the liquor license in June at a little over \$5,000. Commissioner Wheeler said that it's good we have money left over and he would like to see a plan when we have money left over at the end of the year. He doesn't want to see it sitting there because we have a lot of improvements in the park. Jeff said that we need new roofs and a couple shelters here and at Meadowood. Sarah added we might look at Playgrounds at Meadowood and Commissioner Wheeler said that's a conversation we will have later in the meeting.

Commissioner Wheeler asked the administration to get together a list to get to the board and the board will decide what they would like to do with the money. Now that we have a profit let's discuss how to use it, even if it's little stuff. Commissioner Wheeler added that we don't forget about the access to the Elk River Trail. Commissioner Robertson said looking at the consolidated comparison, he saw a significant change in part time wages from this time last year. Sarah said it is from the \$12 per hour wages that the Commissioners approved to give to part time employees, and this also allowed us to be able to hire more people. Commissioner Ohrn made a motion to accept the financials and Commissioner Koepsel seconded the motion. All were in favor.

### **GOLF COMMITTEE**

Commissioner Robertson reported that Coonskin had 907 rounds in April and Big Bend had 1,404 rounds. Big Bend was down about 407 rounds, but the revenue was about the same. Jeff reported about the irrigation pump, that the team came in and it was too shallow where we were going to put the pipe in the lake. So, we had to order 300 more feet of pipe to get to the deeper part of the lake. As soon as the pipe comes in, we will call them to come back and install it. The diver said you will pull better water from the middle of the lake without all the stuff that may be in it, the lake is about 15 feet deep. Commissioner Jordon asked if there was adequate water in the pond. Jeff said yes and we can replenish the pond if we need to, and there is a huge screen on the end of the pipe to prevent silt and debris from getting in. Jeff said there is a pressure pipe that goes back to the pump that blows pressurized water against the screen to prevent debris and silt from getting into the line. It keeps the screen clean. Commissioner Wheeler asked if this filtration process will help with the algae bloom in the water and Jeff said that it would. Commissioner Wheeler would like to clean that up and treat it. Jeff said that we treat it, and we haven't had an algae bloom in three years. Jeff said the lake is a focal point of the park and agrees that we need to do something with the pond area in the future. Dredging the pond is needed but expensive and you need somewhere to haul the sludge.

The pipe is ordered, and it will be three weeks until it comes in. Then when it's in we will get on the schedule to have it installed. Jeff said that by the next meeting the pipe should be in, and Commissioner Wheeler wants it finished. Jeff reported on the slip repair at Big Bend and Coonskin, and he said they have not begun at Coonskin yet but by the time we have the next meeting they will have begun. There are some pictures of the first part of work at Big Bend. He said they pulled off #3 and finished it. When they were there, they found a leak in the overflow at the lake, and they fixed that and put a new overflow in. They are moving equipment to #8 and if the weather holds, they will be done a lot quicker. Then they will come to Coonskin and build an access road on the old back 9 to get the equipment in and out. Jeff asked them to keep the road so that when they are done with the project the public can use that as access to the Elk River Trail without being on the main road. They will lay small crush and run when they are finished so that it is accessible for walking and biking. Commissioner Wheeler said once that is done, we need to see how to make it more accessible and wants crusher run gravel to make it look nice and be able to walk or ride on. Commissioner Robertson asked if this overflow would give us the ability to raise the level of water and Jeff said yes.

Jeff finished his report saying that Coonskin pool is up and has been shocked and the chemicals are already put in it. They are at Pioneer Park now cleaning the pool. Jeff said that we did not get the paint as there has been a problem in the pool paint industry. He added as the weather is, we did not have time to paint it because you need a paint, a coat and let it dry for 48 hours and every time it rains it messes with the cycle. We decided to fill the pool and wait until the fall to paint it when we are not on a time crunch and the weather is still warm in the evenings. President Tackett said with those slip repairs at Big Bend and Coonskin, the Commission put towards those is a lot more than what the bid says, and we might want to look at repaving the cart paths at Big Bend with the excess money. Part of the money from the bid went to paving the cart paths that may have been damaged during the construction, and what we would like would be to do all the paths while they have the equipment there. Commissioner Wheeler said the only problem is the money is ARP money, and only can be used a certain way and we will investigate to see if this is eligible.

### **PUBLIC SAFETY**

Chief Amburgey reported that there was a large fight at Meadowood Park in the middle of the river. He said that a gun was pulled and there was drinking involved. The Sheriff's Department was called as well as him coming from home, and both of his officers on duty. The situation was resolved, and nobody wanted to press charges. The Chief said he is looking into a couple different things there to establish boundary lines so we can better police it. The Chief reported that with the front gate at Coonskin we finalized with the insurance, our gate appraisal for the damage was \$39,000 and GIECO only insures up to \$25,000 for private property damage. So, we will be getting a \$25,000 check and we will be short. Jeff said that he contacted our insurance as well to tell them we are short, as well as contacting them about the storm damage. The Chief said that we could sue, but doing a short background, we will not have any money to sue for.

## **DIRECTORS REPORT**

Jeff reported earlier during the golf committee. Commissioner Pope said that he is on the USGA Golf Committee, and he spoke with someone about coming down and seeing the golf course and looking into writing a report about the course. If we go into the Golf Journal it will be a big deal with publicity. Commissioner Robertson wanted us to be aware that the US Department of Labor is making changes to the Fair Labor Standard Act, and it will address overtime payment for salary employees. From what he is reading is that it may affect us at some point. They are changing the threshold of weekly earnings and annual earnings that are considered as that overtime package. They will increase as of July 1, 2024, and increase again July 1, 2025. The minimum threshold will depend on the salary and may not affect us in 2024 but will in 2025. He said that you may want to have the attorney look into that. Sarah asked Jordan to investigate that. President Tackett said that he will talk to Commissioner Haddad about the Nominating Committee.

Commissioner Wheeler said that he had the unique opportunity to do a site visit to all the county parks with playgrounds. He said that the conditions of the playgrounds are embarrassing and in dismal shape. He said that it's time to put money into infrastructure for kids with these playgrounds. He said that we have done a lot for economic opportunity with outdoor recreation, but when it talks about the kids it's time to do something. What he is asking for is the staff to put together an infrastructure plan for the playgrounds at Coonskin, Pioneer Park and Meadowood Park, and get him a price. He wants them to look nice and doesn't care if he is sticker shocked and wants the cost and this done for all the parks. Commissioner Roberston said if they are handicap accessible it may open grant money. Commissioner Wheeler said, figure it out and put together a plan, and do before and after photos. Jeff said that we can take the structures down but would rather have the company install them since they are professionals and know the installation and the problems that could occur. Commissioner Wheeler asked to put a committee together and Commissioner Ohrn volunteered to be on that committee. He added while looking at this project to look at benches and shading. Jeff said he will get a company's in to evaluate sites and get some ideas and look to intergrade handicap use into it. Commissioner Wheeler gave a two-week deadline to get him a report on the playgrounds and to make it look nice.

## **LEGAL REPORT**

### **PUBLIC COMMENT**

Written notes available upon request.

## **ADJOURNMENT**

Commissioner Pope made a motion to adjourn.

President Tackett called the meeting adjourned 2:57 p.m.

The next meeting will be Wednesday, June 19, 2024, at 2:00 p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Director