

**KANAWHA COUNTY PARKS & RECREATION COMMISSION
COMMISSION MEETING
June 16, 2024
MINUTES**

CALL TO ORDER

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, June 16, 2024, at Coonskin Park in the Hearth 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, Janet Drumheller, Andrew Jordon, Crescent Gallagher, Karen Haddad,

ABSENT: Pat Donahoe, Chris Hamilton, Tyler Ohrn,

OTHERS

Jeff Hutchinson, Director

Brad Maschari, Eddie Amburgey, Sarah Menefee, Macy Menefee

Greg Stram, Jeanne Chandler, Louis Kuhl

Jordan Herrick (phone)

APPROVAL OF MINUTES

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

PERSONNEL COMMITTEE

Commissioner Koepsel reported that since the last meeting Straton Larch and William Miller had started and there are also two employees that Kanawha County picked up, and they have already started working at Big Bend. He said that we should be full on employment. Jeff said that there are a few full-time spots that he would like to discuss.

LONG RANGE PLANNING

No report

FINANCIAL REPORT

Sarah reported that at the end of May we had \$314,878.78 in the checking account and she took out everything due in June for the month of May and that left us with a balance of \$72,259.06. July through May all facilities had an income of \$2,454,349 with a gross profit of \$2,398,066. The total expenses were \$2,245,208 with a net income of \$152,858. The in-house statement the top part shows the same and in the expenses, she added the cart lease year to date and the fix asset items and totaled \$95,022, leaving \$2,340,230 in total expenses therefore leaving a net income of \$57,835 (in-house statement). May alone all facilities had a total income of 255,061 with a gross profit of \$247,273. The total expenses were \$178,030 and that left a net income of \$69,424. Sarah said that we haven't got the water bill for the pool for Coonskin or East Bank, and we also had a large water leak in the upper park area in two places. Sarah reported that we are getting ready to go into the year end on June 30th and we will do the annual inventory

at all facilities. She added that we will have to rebid the audit this year, but we haven't got anything back from the state yet. Commissioner Haddad made a motion to approve the finances and Commissioner Jordon seconded the motion. All were in favor.

GOLF COMMITTEE

Commissioner Robertson reported that they met last week, and we talked about the installation of the pump which is underway. We are still using city water to irrigate from metered hydrants, and we got a bill of \$872 last month for that water. Commissioner Robertson said that he played golf at Big Bend three times, and it is in great shape, and it looks like we have a lot of people working out there and it shows. He said one of the big issues we are facing now is the credit card reader not working at the range. He said since we had our last meeting last Wednesday, it has been posted at least two times that we are unable to take credit cards, including today. He said this is getting ridiculous and is not ok. Commissioner Robertson said that looking at the financials that the green fees are up \$224,000 through May which is good and part of that is from the short course wasn't open and the conditions of Big Bend have been great. Golf chemicals are up \$58,000 from last year and \$24,000 of that was at Big Bend. He added that we had the USGA do a report at Big Bend and they recommended certain chemicals and applications to be used, and also we have an increase of employees working.

NOMINATING COMMITTEE

Commissioner Haddad reported that the Nominating Committee selected General Tackett as President. First Vice President will be Steve Koepsel and Second Vice President will be Andrew Jordon. The Secretary/Treasurer as always will be Jeff Hutchinson. Commissioner Haddad asked for any nominations from the floor and Commissioner Robertson made a motion for the nominations to be approved. Commissioner Jordon seconded the motion, and all were in favor.

PUBLIC SAFETY

Chief Amburgey reported that in the packet was for the Kanawha County Park Rules and Regulations that are needing updated. The last time it was updated was 1996 and several things have changed since then in the park and with the laws. He said we went through it and made the necessary changes and sent it to the attorney. He sent it back and this is the final copy. When it's approved, it must go to the Kanawha County Commission to be approved, and then to Kanawha County Courts to be recorded and become law. Jordan said that he looked at everything and he approved it. Commissioner Haddad made a motion to accept the new laws and send it to the Kanawha County Commission for approval. Commissioner Koepsel seconded the motion, and all were in favor.

Chief reported that the Kanawha County Trail Alliance did work on the Alice Knight Trail and through social media they had volunteers that are regulars at Coonskin to help. They did a lot of work in three hours, and we appreciate the work they did. They also initiated a gentleman to start what they would like to call the Coonskin Trail Coalition. They only want to work on minor work to keep the trails open and clear. They want this so they have the right to be here and do small work and it gives us the ability to sign a release, so we are not liable. This would be good for the park and for the grounds guys to free up some time for them. They still would do major work, but this group wants to do the minor stuff.

He will bring this back up in the future. Chief Amburgey said that the Tour de Coal went well even with the bridge being out. There were 2,000 paid people from 25 different states and 5 foreign countries that

were represented. Sixty five percent of the age bracket was between 25-65 and everyone seemed to have a good time with no issues.

DIRECTORS REPORT

Jeff reported that we have our insurance premium packet for 2024-2025 with Commercial Insurance and we are \$9,700 lower, Workers Comp is \$832 lower, and the liquor liability went up \$263. Last year's expiring total premium \$129,991.02 and this year's renewal agreement is \$119,626.49. It is the same insurance company with the same insurance but \$10,364 lower. Jeff said one reason the insurance has dropped is because we had a break in at Big Bend five years ago and things have changed since then. We are on the good side now but after we do our report from the storm and things, then we will be on the other side and come off E-Mod. Workers Comp is down because we haven't had a claim in a while. Jordan looked at this and is good with all of it. Commissioner Koepsel made a motion to approve the insurance premium with Commercial Insurance. Commissioner Haddad seconded the motion, and all were in favor.

Jeff reported on the slip repair at Coonskin and that they built an access road to get their equipment and materials to the repair site. They may be done by next month as they are moving quickly and is a really good company to work with. The cart paths at Big Bend are being worked on and when the company finished working, they paved parts of the cart paths. The work they did looked so good compared to the rest of the paths, that it led us to talking about it. We went to the County Commission last Thursday and they approved paving the rest of the cart paths at Big Bend. They should be done today. Visually the course looks better and feels even better when you ride a cart. The company fixed the overflow on the lake as there was a leak in the dam wall. Jeff said that we are having a pump issue at Big Bend, and we ordered a new pump to refill the lake in April, but they said it won't be in until the 1st of July.

As everyone knows we have been having pump issues with pool pumps as well. Jeff said that this is not the Kanawha Valley of 30 years ago. There are no supplies on the shelves anymore and nothing is in inventory or stock, and everything must be ordered. We have struggled all season with getting pumps. The irrigation pump at Coonskin is ready and should be shooting water out shortly and any water you see from now on is coming from the lake. The East Bank Pool is having issues with the pool pump. Jeff said we sent the pump out last year to be checked to make sure it was ready to go. We got it back and installed it, and water was leaking around the seals, so we sent the pump back and they reassembled it, then sent it back and it leaked again. Jeff called Precision Pump and sent it there and when they tested it they made us a brass fitting that goes into the pump, and they thought that would take care of it. Last Friday it was still leaking, and we pulled it out again and fixed it. We got it back Monday and our guys installed it and it's not leaking. They spent yesterday making sure the chemicals were balanced before we open. The pool is now open at East Back as of today. Jeff said to make up for the time being closed that we will now be open on Tuesdays for the rest of the year. We also talked about keeping the pool open a week longer depending on lifeguards. We ordered another pump, which is not in yet, as back up if that one goes out.

Jeff reported that he went to the Kanawha County Commission, and they talked about playgrounds at the parks. He said Cliff and Commissioner Wheeler met last Monday with the playground representative and looked at the playgrounds. They looked at the structures and into the main fixture and then picked out other structures and features, and they built what you want from a plan. We are looking at the plans and these add-on features to build a playground that is multi-accessible for all children. The range of cost is around \$500,000 with them installing it. It is better for them to install it because they are the professionals, and they know what things fit and go together and they know what they are doing. It is hard for our guys

to get everything lined-up and leveled. We are also looking for coverings at the playgrounds for shade and picnic tables for seating. We are looking to do this, this fall, and it will depend on if we have the money. Commissioner Haddad asked if there are any grants available and Jeff said we have been down that route with no luck.

President Tackett said while driving through the park that it is time to start repainting shelters, picnic tables, and things, and asked Jeff to put together a paint crew to paint every piece of wood in this park again. President Tackett said that we need some mowers at Big Bend, and we have some money dedicated to Big Bend. He said that we have \$74,000 and one mower costs \$25,900, and the other costs \$57,500 for a total of \$83,450. He said we can pull that \$74,000 and take the other \$10,000 out of our account to get these mowers. These are reconditioned mowers from John Deer. We are working with our insurance company on the damage to the front gate and the storm damage to the fence and building at the tennis courts, and at East Bank.

Commissioner Robertson asked what we are going to do about the credit card machine at the range. Jeff said that he talked to the company on the phone, and he said they are tossing their hands in the air, and they keep telling us it is a cable and it's all been replaced. Commissioner Robertson said it's been up there a long time and may have outlived its life. Jeff said the machine itself is stainless steel and has never rusted and is fine. He said the doors that house the cash and credit cards are out of date on the software. Jeff talked about prices for switching out the doors and they said they can send us new credit card stuff for \$800 or they can send us new doors with the credit cards in them for \$2,500 and be back up. He also talked about being able to connect them with cell phones for credit. Commissioner Haddad said just to get it fixed and Jeff said when we're done here, he will call to order new doors for both sides with cash and credit cards. President Tackett said just to get it fixed and Jeff said he can get in the front end of the line with the company, he said they were caught up on orders and could be in within two weeks.

LEGAL REPORT

PUBLIC COMMENT

Written notes available upon request.

ADJOURNMENT

Commissioner Pope made a motion to adjourn.

President Tackett called the meeting adjourned 2:55 p.m.

The next meeting will be Wednesday, July 17, 2024, at 2:00 p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Director