

MORGAN COUNTY PARKS & RECREATION BOARD

77 Fairfax Street / Rm 101

Berkeley Springs, WV 25411

October 18, 2023

7:00PM

Open Meeting – Review Agenda

Review/Approve Minutes

Review/Approve financials

Public Comment

Items:

Biser Street Update

- Court resurfacing
- Drainage project

North Berkeley Park –

Little League –

Soccer Fields –

- Tree Project
- Irrigation System

Biddy Buddy –

- Overview

Other Items:

Director's Update

Adjournment

Morgan County Parks & Recreation Board (MCPRB)

Meeting Minutes: 08/16/2023

Appointed Members: (Term Expiration) P -Present / A – Absent

County Commission:

Joel Tuttle P

Andy Omps A

Jason Didawick A

Board of Education:

Aaron Close (Annual) P

Zach Rider P

Ryan Fincham (01/30/2022) P

Town of Bath:

Spencer Shives A

Joe Anderton P

Matt Pennington P

The meeting was called to order by Joel Tuttle at 7:03pm.

Review / Approve Agenda- A motion was made by Matt Pennington and seconded by Zach Rider to approve the agenda.

Review / Approve Minutes – July 19, 2023

- Joe Anderton made a motion to approve the financials and Aaron Close seconded the motion.

Review / Approve Financials

- The financials were presented, reviewed, and approved. The motion was made by Zach Rider, and Joe Anderton seconded the motion.

Public Comment:

- Girl Scouts Shade Project
 - A motion was made by Aaron Close and seconded by Matt Pennington to allow the girl scouts to plant trees at the soccer complex. The same two board members agreed to show them where the trees should be planted.

Biser Street:

- Re-surfacing / court updates- The board agreed to have the County Commission add this to their agenda for the 09/06/2023 meeting. The request is for the Commissioners to send a letter if no resolution is made prior to 09/06/2023.

Spruce Pine Park:

- No update

North Berkeley Park:

- Aaron Close made a motion to approve up to \$500 for playground mulch and Ryan Fincham seconded the motion.

Little League:

- No Updates.

Soccer Fields:

- A motion was made by Joe Anderton and seconded by Zach Rider to approve up to \$5,000 in additional funds (adding to the previous approved \$11,000) for additional gravel to be added at the entrance and North Parking Lot.
- Shade Project
 - Matt Pennington is going to apply for grant funding for trees / materials to help provide more shade at the soccer complex. This will also provide more privacy for the adjacent property. He will provide an update with estimates and look to have the trees planted in October.
- Field Maintenance- Soil tests from each field were collected and submitted to WVU.

Biddy Buddy-

- No updates

Other Items:

- The board has received requests to place marketing at some of our parks. The board will collect current rate information and come up with a plan for 2024.

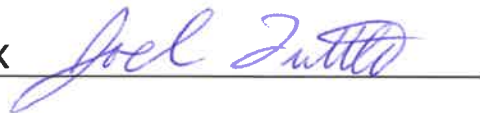
Director Updates:

- \$15,495 was raised for back-to-school bash.

Adjournment:

- Matt Pennington made a motion to adjourn the meeting at 8:30pm and Joe Anderton seconded the motion.

X



President

X

Vice President / Secretary

Morgan County Parks & Recreation Board (MCPRB)

Meeting Minutes: 09/20/2023

Appointed Members: (Term Expiration) P -Present / A – Absent

County Commission:

Joel Tuttle P

Andy Omps A

Jason Didawick A

Board of Education:

Aaron Close (Annual) P

Zach Rider P

Ryan Fincham (01/30/2022) P

Town of Bath:

Spencer Shives A

Joe Anderton P

Matt Pennington P

The meeting was called to order by Joel Tuttle at 7:05pm.

Review / Approve Agenda- A motion was made by Aaron Close and seconded by Zach Rider to approve the agenda.

Review / Approve Minutes

- Minutes from the August 15th Meeting will be presented at the October 18th meeting for approval.

Review / Approve Financials

- The financials were presented, reviewed, and approved. The motion was made by Matt Pennington, and Joe Anderton seconded the motion.

Public Comment:

- David O'Connell came and shared a maintenance plan schedule and findings from his volunteer work cleaning up the David Henry Park (Volleyball Court at Biser Street Park).
 - Shared a potential option for cleaning tools to simplify the sand cleaning process.
 - Also shared the quantity of sand was low and the court could use additional sand.
 - A motion was made by Aaron Close and seconded by Joel Tuttle to approve up to \$500 to pay Pentoney Brothers to haul a load of sand from the sand mine to the courts.
 - Matt Pennington was going to review drain options and present at the October 18th meeting.

Biser Street:

- Re-Surfacing /Nets/Lines
 - County Commissioners are looking to get a refund for funds paid by 11/1/2023.
- 3 Versus 3
 - Approximately 20-30 people per week have been coming at 6pm the 3rd Sunday of each month.
 - Rose Jackson has been coordinating.

Spruce Pine Park:

- No updates

North Berkeley Park:

- 9/12 Day of caring- Partnership spread mulch and painted.

Little League:

- No Updates.

Soccer Fields:

- Soil Tests
 - Results came back and recommendations have been provided. They all require regular irrigation.
 - Matt Pennington was going to get information on some options / costs.
- Railroad ties have been delivered. The soccer association will install the ties.

Biddy Buddy-

- Dawn is going to send an invite to players and coaches and have a float in the Apple Butter Parade.

Other Items:

- Swim Program
 - The summer swim program was successful and broke even from a cost perspective.
 - A new winter swim program was proposed to be held at Coolfont Resort.
 - Dawn is going to post on Facebook to see if she could find a lifeguard.
 - Joel was going to check with Coolfont to see if they would rent the pool and how much it would cost.
 - Agreed to discuss at the October 18, 2023 meeting and make a decision at that time on whether or not to move forward.

Director Updates:

- Trunk or Treat
 - A motion was made by Aaron Close and seconded by Ryan Finchem to approve up to \$500 for Trunk or Treat Candy.

Adjournment:

- Ryan Finchem made a motion to adjourn the meeting at 8:55pm and Aaron Close seconded the motion.

X 

President

X

Vice President / Secretary

MORGAN COUNTY PARKS & RECREATION COMMISSION**Profit & Loss****September 2023**

	Sep 23	Jul - Sep 23
Ordinary Income/Expense		
Income		
Back to School Bash Donations	990.99	5,165.99
Direct Public Support		
Town of Bath	0.00	400.00
Total Direct Public Support	0.00	400.00
Other Types of Income		
Field Rent	2,000.00	3,300.00
Other Types of Income - Other	0.00	100.00
Total Other Types of Income	2,000.00	3,400.00
Program Income		
Basketball Camp	0.00	1,120.74
Swim Camp	0.00	303.70
Total Program Income	0.00	1,424.44
Total Income	2,990.99	10,390.43
Expense		
Facilities and Equipment		
General Repairs & Maintenance	0.00	476.00
Little League Fields - 522		
522 Field Improvements	0.00	113.81
Electric 522 Lights/WB/PK	187.19	400.03
Repairs and Maintenance	0.00	360.50
Waste Removal (522 fields)	187.17	583.89
Total Little League Fields - 522	374.36	1,458.23
North Berkeley Park Improvement	442.50	442.50
Soccer Field Improvements	14,926.00	14,926.00
Total Facilities and Equipment	15,742.86	17,302.73
Operations		
Postage, Mailing Service	0.00	9.00
Safety Fee	0.00	48.00
Utilities	100.38	403.54
Total Operations	100.38	460.54
Other Types of Expenses		
Insurance - Liability, D and O	808.00	808.00
Total Other Types of Expenses	808.00	808.00
Payroll Expenses	0.00	4,575.29
Program Expenses		
Back to School Bash	95.00	9,765.83
Basketball Camp	0.00	4,744.27
Swim Camp	0.00	2,190.00
Total Program Expenses	95.00	16,700.10
Total Expense	16,746.24	39,846.66
Net Ordinary Income	-13,755.25	-29,456.23
Net Income	-13,755.25	-29,456.23

9:22 AM

MORGAN COUNTY PARKS & RECREATION COMMISSION

10/18/23

Balance Sheet

Cash Basis

As of September 30, 2023

	Sep 30, 23	Sep 30, 22
ASSETS		
Current Assets		
Checking/Savings		
ACCOUNT # 4110748 (OPERATING)	53,794.22	60,702.29
Total Checking/Savings	53,794.22	60,702.29
Total Current Assets	53,794.22	60,702.29
TOTAL ASSETS	53,794.22	60,702.29
LIABILITIES & EQUITY		
Equity		
Unrestricted Net Assets	83,250.45	63,646.69
Net Income	-29,456.23	-2,944.40
Total Equity	53,794.22	60,702.29
TOTAL LIABILITIES & EQUITY	53,794.22	60,702.29

MORGAN COUNTY PARKS & RECREATION COMMISSION

Profit & Loss Detail

September 2023

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
Ordinary Income/Expense									
Income									
Back to School Bash Donations									
Deposit	09/01/2023		Starling Points	Deposit		ACCOUNT # 4...		990.99	990.99
Total Back to School Bash Donations							0.00	990.99	990.99
Other Types of Income									
Field Rent									
Deposit	09/01/2023		Morgan County Little...	August - 2 fiel...		ACCOUNT # 4...		1,000.00	1,000.00
Deposit	09/25/2023		Morgan County Little...	Deposit		ACCOUNT # 4...		1,000.00	2,000.00
Total Field Rent							0.00	2,000.00	2,000.00
Total Other Types of Income							0.00	2,000.00	2,000.00
Total Income							0.00	2,990.99	2,990.99
Expense									
Facilities and Equipment									
Little League Fields - 522									
Electric 522 Lights/WB/PK									
Check	09/06/2023	ach	Potomac Edison			ACCOUNT # 4...	176.74		176.74
Check	09/19/2023	ach	Potomac Edison			ACCOUNT # 4...	5.45		182.19
Check	09/19/2023	ach	Potomac Edison			ACCOUNT # 4...	5.00		187.19
Total Electric 522 Lights/WB/PK							187.19	0.00	187.19
Waste Removal (522 fields)									
Check	09/06/2023	eft	Apple Valley Waste	dumpster		ACCOUNT # 4...	187.17		187.17
Total Waste Removal (522 fields)							187.17	0.00	187.17
Total Little League Fields - 522							374.36	0.00	374.36
North Berkeley Park Improvement									
Check	09/08/2023	5768	The Mulch Man	Playground M...		ACCOUNT # 4...	442.50		442.50
Total North Berkeley Park Improvement							442.50	0.00	442.50
Soccer Field Improvements									
Check	09/06/2023	eft	Tru Green			ACCOUNT # 4...	276.00		276.00
Check	09/08/2023	5767	Pentoney Brothers ...	Haul and spre...		ACCOUNT # 4...	6,800.00		7,076.00
Check	09/08/2023	5767	Pentoney Brothers ...	spread gravel		ACCOUNT # 4...	1,100.00		8,176.00
Check	09/08/2023	5767	Pentoney Brothers ...	Gravel 15 loa...		ACCOUNT # 4...	6,750.00		14,926.00
Total Soccer Field Improvements							14,926.00	0.00	14,926.00
Total Facilities and Equipment							15,742.86	0.00	15,742.86