

## Shepherdstown Parks & Recreation Committee Minutes

December 4, 2013

7:00 PM at Town Hall

**Members Present:** Chair: Cheryl Roberts, Marellen Aherne, Mayor Jim Auxer,  
Clyde Kernek, Judy Kernek, Lori Robertson, Colin Voigt, Staff: Frank Welch.  
**Absent:** 0

### 1. Call to Order

Meeting called to order by Cheryl Roberts at 7:00 PM

### 2. Approval of Agenda

Addition by Frank Welch to **New Business** of Tree Work/Parks.

Moved by Lori Robertson and seconded by Colin Voigt, the agenda was approved.

### 3. Approval of Minutes of Meeting from October 22, 2013

Correction: "Roto-Rats" should be spelled as "Rotaracts."

Moved by Lori Robertson and seconded by Colin Voigt, the minutes were approved.

### 4. Welcome Visitors

Charles Morris present to observe.

### 5. Unfinished Business

a. Town Council Approval of Marellen Aherne as new Committee Member from the Town.

b. Shepherdstown Parks & Recreation information at Shepherdstown Visitors Center

Map with text about Parks and Library for a handout at the Visitors Center.

Colin Voigt presented the map for review. Corrections were made. Final copy of the map will be sent to members and reviewed by Cheryl Roberts, and then printed for distribution at the Visitors Center.

c. Cullison Park

i. Status of Steps

Redo steps and have two railings, Spring 2014. - Frank Welch  
The steps will be leveled.

ii. Evaluate and Replace worn chains for swings

Replace with coated chains. The Fastenol Company has them.  
Frank Welch plans to replace these soon.

**iii. Repair damaged Kiosk**

An Eagle Scout made the Kiosk in 2001.

Judy Kernek tried to contact the Boy Scout Troop for this project, but there was no record for this at Town Hall.

The Kiosk is damaged beyond repair, and so it will be taken down.

**iv. Boundary Markers or Fence**

Park boundary markers or fence needed to keep cars from parking on park property and to protect the park property.

Discussed making three parking spaces ( one handicap ). Parking area will be gravel.

Put up signs, "Park Visitors Only" and "No Parking on the Grass."

Fence is not needed.

**d. Bane-Harris Park**

**i. Basketball Court Lines**

Lines covered with white thermal tape or paint, Spring 2014.

Frank Welch

**ii. Landscape Timbers**

Replacement as needed, Spring 2014. - Frank Welch

**iii. Repair Green Bench**

Replace all benches, Spring 2014. Consider getting three benches from the Trex Company. - Frank Welch

**e. Rumsey Park**

**i. Consider Picnic Tables**

Picnic table moved from Bane-Harris Park to Rumsey Park,

If it gets used, then place more tables in Rumsey Park.

A picnic table will be moved from Viola Devonshire Park to Bane-Harris Park.

**ii. Replace cement caps on Stone Wall, Spring 2014. - Frank Welch**

**f. All Parks Playground Areas**

**i. Refresh Mulch, Spring 2014**

New mulch for all playground areas is planned for the Spring. - Frank Welch

**ii. "Rotaracts" available for Projects**

Grant from Shepherdstown Rotary to Shepherd University is for student projects. Cheryl Roberts contacted Holly Frye about Rotary grant. Holly Frye and Frank Welch will consider a project to assist in making a Parking Area at Cullison Park.

**g. Future Project Planning**

- i.** Replace sign on gate to Rumsey Park. - Frank Welch
- ii.** FY 2013 Land and Water Conservation Fund Notice; Invitation to submit Applications. No projects by December deadline.
- iii.** Mayor Jim Auxer is writing a letter to the Chronicle thanking the Town for maintaining a beautiful Town and Parks.

**6. New Business**

**a. Outdoor Gym for Adults - David Rosen**

Exercise equipment at Rumsey Park is a good idea. The Town has liability insurance to cover this.

**b. Tree work/Parks - Frank Welch**

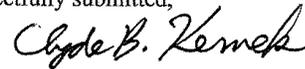
There is a lot of tree damage from storms at Cullison Park. All of the Parks need tree work. The cost would be about \$ 6,000 to \$ 8,000 for tree work at all the Parks. A motion was made by Mayor Auxer to do the tree work needed in all of the Parks. This was seconded by Lori Robertson and passed unanimously.

**7. Adjournment**

Motion to adjourn by Mayor Auxer, seconded by Lori Robertson, passed.  
Meeting adjourned at 7:55 PM.

**8. Next Meeting - February 25, 2014 - 7:00 PM at Town Hall - 2<sup>nd</sup> Floor**

Respectfully submitted,



Clyde B. Kernek