

MINUTES

Shepherdstown Parks & Recreation Committee

June 6, 2018

7:00 p.m. – Town Hall

Call to Order: 7:00 PM

Members Present: Chair, Cheryl Roberts, Lori Robertson, Effie Kallas, Lillian Potter-Saum, Jenny Haynes, Nick Tully.

Staff: Frank Welch.

Approval of Agenda:

MOTION to approve the agenda. Motion carried without objections.

Approval of Minutes:

MOTION to approve minutes from April 24, 2018. Motion approved without objections.

Welcome Visitors - Mayor Jim Auxer.

UNFINISHED BUSINESS:

A. Bane-Harris Park

i. Lori reports that all landscapers are one month behind because of rain. Furthermore, the town will celebrate the upcoming Street Fest on June 23 and host an Independence Day Parade on July 4. Accordingly, the landscapers will prioritize their work to accommodate the more visible public areas first.

B. Cullison Park

i. Cheryl reports that the park is used heavily and is in good shape at the last viewing in April. Lori commented that a small sink hole was found and has been filled by Frank and his team and a bolt in a swing was repaired, as well.

C. Rumsey Park

i. Monument, Curbing, Walls and Concrete Caps Repair – Awaiting Gull Report. Mayor suggest park board members themselves spread material (mulch, stone dust, etc.) at the park to prevent erosion at the steep area. James at Sustainable Solutions has agreed to plant trees in the steep area. Frank will review the site. Lori will ask James about trees at the railroad tracks to block access to a hole. Nick Blanton will clean the plaque on the monument.

D. Viola Devonshire

i. Former board members Judy & Clyde Kernek always kept the weeds down at this park. Frank will now mow down the weeds.

ii. Weeds continue to grow through/upon the mulch in the playground area and a permanent solution is needed to address the problem. Mayor Auxer suggest that the chief of police may have suggestions for individuals to do the work who need to offer community service. Mayor offered to call Chuck of Taylor Sports & Recreation in Martinsburg, to see if he will blow-in mulch after Frank and crew take out all the old mulch with a Bobcat.

E. Riverfront Park

i. New Sign - Status. Still await sign.

F. New Equipment — All Parks

i. Proposed new equipment list — Cheryl reports that she has reviewed all parks and has photos of that research. It will be shown to the committee next month. She will also e-mail the material to the committee members and if need be call a special meeting to review and decided. Meanwhile, the committee will review each assigned park and make a list of what is worn and needs to be replaced. Timeline of reports is June 15 at noon.

Lori: Viola Devonshire; Tully: Rumsey; Lillian: Cullison; Jenny: Riverfront;
Cheryl: Bane Harris; and Mayor Auxer: Library

G. Park Maintenance

i. The previously proposed job posting will be put on hold to see what Frank and staff can do first.

H. Monarch Waystation Gardens

- i. Lori reports that James with Sustainable Solutions is killing the weeds as the first part of the process at Rumsey Park.

NEW BUSINESS:

- A. Seek Approval to be placed on the Finance Committee Agenda.
 - i. Mayor Auxer agreed to have park finances roll over to the next fiscal year.

Motion to adjourn made by Jenny. No objections; passed unanimously.

Adjournment: 8:10pm.

Next Meeting: June 26, 2018 – 7:00 p.m. at Town Hall

Respectfully Submitted by Effie Kallas

Approved by Cheryl Roberts