

Minutes

Shepherdstown Parks & Recreation - October 26, 2021

6:00 p.m.

Town Hall & Zoom

1. Call to Order:

Meeting Called to Order at 6:04 PM.

Members Present: Cheryl Roberts (Chair), Marty Amerikaner & Jenny Haynes all in person. Effie Kallas attended virtually.

Members Absent: Nick Tully & Lori Robertson.

Staff: Frank Welch.

2. Approval of Agenda:

MOTION to approve the agenda made by Jenny second by Marty. Motion carried without objections.

3. Approval of Minutes:

MOTION, made by Effie, to approve the Minutes from September 28, 2021. Second by Marty. Motion passed without objections.

4. Welcome Visitors: No visitors.

5. Unfinished Business:

a. Bane-Harris Park - C. Roberts

i. Tree Branches Removal - Frank reports that he removed the branches which fell last month and called Viking Tree to inspect the tree. They inspected the tree and opined that it is safe and stable.

ii. Fence - Repairs, Paint Refurbish - Cheryl reports that paint is peeling from the fence railings. Frank will take a look and make an assessment of what could be done to improve the aesthetic of the fencing.

b. Cullison Park - M. Amerikaner

i. Playground Equipment Replacement "Toy" Follow-up - Frank reports that he ordered the spring toy. No delivery nor installation date has been set yet.

ii. Walking Path Update - Marty reports that he and Frank met with Noble Adkins from Capitol Solutions Group at Cullison Park today. Marty was impressed with Mr. Adkins' knowledge and experience. He suggested a product called Flex-Pave. It is a crushed stone with a binder which holds the path in place. He said that no maintenance is required for this product to stay "in warranty". He will send a proposal with estimates broken down by park & phases. A Special Meeting may be called to review this proposal and get the project moving.

iii. Park Boundary Maps - Frank reports that he has asked Andy Beall for the maps. Cheryl will ask again. These maps will be needed for Noble Adkins to make an accurate estimate and proposal.

c. Rumsey Park - N. Tully

Frank reports that he took a dead Spruce down near the gate.

d. Viola Devonshire - L. Robertson

No report.

e. Riverfront Park - J. Haynes

Jenny reports that usage is slowing down due to cooler weather setting in.

f. Bookmark The Park - E. Kallas & C. Roberts

i. Artist Gift Presentation - Cheryl reports that she presented Jason Enterline, the artist who created the "Bookmark The Park" logo, a gift of appreciation from the Committee. Cheryl will seek reimbursement for this \$50.00 Gift Card.

ii. Spring 2022 Plan - Effie reports that she will generate a program of calendared events and present same at the next Committee Meeting.

iii. Text-Ready Posting Info. - L. Robertson. No report.

g. Park & Rec Facebook Page - L. Robertson

Jenny suggest that a Park & Rec Instagram account be created and that a link be made from this Instagram account to the Park & Rec Facebook page. That way, posting made to Facebook will automatically link to Instagram. She will communicate with Lori about creating an Instagram account and initiating the link.

h. Community Survey Action Plan.

Cheryl suggests sending the results of the survey to Amy for display and posting at Town Hall.

6. New Business:

a. Grant Application - *Parks & Recreation Grants for WV Cities - LWCF*. The Town's Grants Committee has suggested several ideas including a park-like setting behind the Shepherdstown Library and a partnership with Shepherd University regarding the serenity garden behind Knutti Hall. The deadline for applications is approaching quickly. The Committee may call a Special Meeting to see if we want to submit an application.

b. Future Meeting Topics.

7. Next Meeting: November 23, 2021 - 6:00 pm - Location: Town Hall or Zoom.

8. Adjournment

MOTION to adjourn meeting made by Marty and second by Jenny.

Adjournment: 7:08 pm.

Respectfully Submitted by Secretary Effie Kallas.