

Minutes

Shepherdstown Parks & Recreation - March 22, 2022

6:00 p.m.

Zoom

1. Call to Order:

Meeting Called to Order at 6:15 PM.

Members Present: Cheryl Roberts (Chair), Lori Robertson, Marty Amerikaner & Effie Kallas

Members Absent: Nick Tully & Jenny Hayes.

Staff: Mayor Auxer & Frank Welch.

2. Approval of Agenda:

MOTION to approve the agenda made Marty. Second by Effie. Motion carried without objections.

3. Approval of Minutes:

MOTION, made by Marty, to approve the Minutes from February 22, 2022. Second by Lori. Motion passed without objections.

4. Welcome Visitors: Mayor Jim Auxer.

5. Unfinished Business:

a. Bane-Harris Park - C. Roberts

i. Status of Tree - Bartlett Tree Company - F. Welch reports that the Bartlett Tree Company came and, upon inspection, feels that the tree is stable.

ii. Fence - Assessment for maintenance - Frank Welch reports that his team looked at the fence and feels that it does not need to be replaced at this time. Issue will be moved to the back burner.

iii. Mulch Underneath Swings - Frank reports that on April 1 Shepherd University student volunteers will collect trash from town streets and alleys. If enough students show up, then some will be diverted to install the mulch under the swings. If not enough students show up, then Frank's crew will install the mulch.

b. Cullison Park - M. Amerikaner

i. Playground Equipment Replacement "Toy" Follow-up - Frank reports that shipping has been delayed. Delivery expected sometime in April.

ii. Walking Path Update - Marty reports that he has been looking for another bid using the same Flexi-Pave materials. He has found two and has given those contacts to Frank. Frank reports that one of those, Custom Park Servicing from Maryland, visited Cullison Park today and after several questions, indicated that they will generate a bid. It appears that Custom Park Servicing noticed that the first bidder, Capitol Solutions Group from Hamilton, Virginia is charging a "set-up fee" for each phase. This Custom Park Servicing told Frank that they will under bid Capitol Solutions Group because they will not charge a "set-up fee". General agreement by all attendees that funding decisions on this project will go forward with or without grant availability.

MOTION, by Lori to pursue Phases 1, 2, and portions of Phase 5 which connect to Phase 1. Second by Marty and passed unanimously.

iii. Sign Status - Sign at the foot of the steps to the park needs to be scrapped. A plastic scrapper is recommended to preserve the paint.

c. Riverfront Park - J. Haynes

Cheryl reports that she visited the park on Saturday and that all is well. Mayor Auxer reported that WV DNR will continue the contract to public use of the boat ramp.

d. Rumsey Park - N. Tully

Effie reports that she visited the park on Sunday and that all is well.

e. Viola Devonshire - L. Robertson

No report.

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

i. Spring 2022 Plan - Effie resented a completed schedule (attached).

MOTION, to approve the schedule as revised by Marty. Second by Lori and unanimously approved.

g. Future Programming for Parks

Effie proffered the idea of installing “Little Libraries” and comfy seating at Bane Harris and Cullison Parks. The idea is to encourage area children to use the park for their reading pleasure. We could unveil these new amenities in 2023 as part of the “Bookmark the Park” program.

6. New Business:

a. Future Meeting Topics.

Marty suggested installing an accessible, simple, plain bathroom at Cullison and/or Rumsey Park. Consideration for 2023 with a project manager. Grants may be available for “Public Infrastructure”.

7. Next Meeting: April 26, 2022 - 6:00 pm - Location: Cullison Park.

8. Adjournment

MOTION to adjourn meeting made by Marty and second by Lori. Passed unanimously.

Adjournment: 6:58 pm.

Respectfully Submitted by Secretary Effie Kallas.

Approved: Cheryl Roberts, Chair

BOOKMARK THE PARK

2022
DRAFT

KICK OFF - Saturday, April 23 - 11:00am Cullison Park. Park & Rec announce walking path plan. Blow-up of trail map, food or ice cream truck, door prizes, and “book swap” table.

SPRING IN SHEPHERDSTOWN - Sunday, May 22 - 5:00pm Rumsey Park. Monarch Butterfly Waystation unveiling. This is the same weekend as the Back Ally Tour. Market our event as a place to stroll over after the Back Ally Tea and enjoy the park’s Monarch Butterfly Garden.

CHILDREN’S LIBRARIAN STORY TIME - Saturday, June 11 - Time TBA. Riverfront Park. Children’s Librarian Tish Wiggs has confirmed. Snacks, balloons, & door prizes.

AUTHOR TALK - Sunday, July 17 - 1:00pm. Viola Devonshire. Local author Stephen Altman has confirmed. Refreshments, “book swap” table, door prizes.

Let’s Play & PICNIC - Saturday, August 21 - 12:00. Bane Harris Park.

BOOK STORE READING - Sunday, September 18 - Time TBA. Park TBA. Bookstore owner Kendra Goldsborough has confirmed. Refreshments, “book swap” table, door prizes.

TO DO:

Procure food or ice cream truck for April 23 event and balloons for June 11 event - Cheryl.

Draft & post flyers at Town Hall - Effie.

Create press release for newspapers - Effie.

Acquire door prizes - Jenny.

Draft & send notice to Bookstore & Library - Effie.

Notice citizens via Park & Rec Facebook - Lori.

Notice citizens via Town’s e-mail system - Marty.

Bring books for the “book swap” table - all committee members.

