

Jennings County Parks and Recreation Board Meeting

Meeting minutes: Sept 24, 2024

Park Board Meeting: 5:30

Meeting was called to order at 5:35pm. We started the meeting a little bit late on purpose because of the construction in case people were stuck in it.

Present:

Board Members: Samantha Wilder, Avis McGovern, Jennifer Sanders, Kristin Wiley, Bill Ertel

Staff: Seth Jones

Guests: Linda Dickerson, Frances Walker, Pat Dickerson, Tracy Eder

1. Approve Minutes - Sam made a motion to approve the meeting minutes from last month. Bill seconded them. All present voted to approve the minutes
2. Old Business -
 - Seth called ETC and talked to Sara and then Trent called back. He was talking about site 4. That was the one with 30 amp or 50 amp. Seth wasn't worried about that one. He was worried about site 13 with no power. Trent said that they would get that fixed. It was due to bad breakers.. Avis wondered if there was a refund that when that would be given since they should have put in 50 amp instead. Or at least get a breakdown to see what the difference is. Seth said that he would check on that.
 - Log Splitter: Seth asked \$1300. Bill made motion to spend \$1300 out of the non reverting fund. Sam seconded. All voted in favor.
 - Request for transfer funds from Building and Grounds: Tires, equipment and repairs, to the general fund. Transfer from the Advertising budget to the custodial account: Dumpster fees and toilet paper.
 - Oct 12: 5K on Saturday at 9:00 am Kids Fun RUn at 9:45 am. And Dining hall is rented both on Saturday and Sunday. They can be in there from 6:00 am -2:00 am. Seth asked if we wanted him to block the shelters off so that we won't have to worry about shelter rentals on Sunday. Paul is working the weekend before that. Seth said that Paul and Isaac could set the barrels out or meet us to set them out. Jennifer, Sam and Avis will help out on Saturday. Stick the sign up at the front gate stating that the back gate is closed. That needs to be put out.
 - Megan Stephens will be in charge of the 5K. We would need to set up barrels and close the back gate. Set up Road Barrels and cones (stored in the big barn) by the dining hall. Avis will meet Isaac and Paul.
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3. New Business

- Avis said we need to fill out an employee change form. We will need to fill out the form and send it to Nicci and she will finish filling it out. We will need to vote on that. Kristin made a motion to fill that out and send it on. Bill seconded.
- Park Board email is not for a personal conversation with any board member. It is to conduct business, get put on the agenda, etc. It will not be a source for anyone to bully any of the board members.
- Meeting Minutes get uploaded each month, but they are a month behind because they have to be approved.
- We will change the meeting location of the park meetings to the government center. They will be at the same time on the same days. Tuesdays at 5:30 pm. That will begin at the next meeting, Oct. 22, 2024 There will be a security officer at the door because that is the protocol for the meetings at that building.
- Budget timeline-
 - i. Tuesday Oct 8 Adoption of the binding budgets
 - ii. Wednesday, Oct 9:
 - iii. Monday Oct 21
 - iv. Tuesday Dec. 31: Last day for the dept to accept additional appropriations.

4. Director's Report -

Payout from the Community Foundation fund: Avis suggested that Seth set up an email chain with Kelly Kent at the Community Foundation. Avis suggested that we see what they did in the past.

First Financial Bank: to log into our bank account it was greg's phone number. Seth asked if he should change it to the number of the office.

Camp host: Autumn and Jason are current camp hosts. They aren't living here which is an issue. Lance who is a former camp host and he wants to be a full time. He did a good job. Seth wants to update the camp host contract to state that they will clean the fire pits. Seth also thought that we let Autumn and Jason keep their camper here until April. Avis suggested that we put a time limit on it.

Mark Nugent is at ECO June 1 - Dec 31. Seth suggested we have the couple from North Carolina out at ECO from Jan. 1- June 1.

Water situation at ECO: Day and Son repaired.

Public Bath House: Koch repaired 9/19

Splash Pad: Seth will call Speer on Jan 1 for 2025. During heavy rains, the dirt runs down the hill and the silt gets in the system.

ECO: Close the bathroom at 9:00 am - 8:00 am?

ECO: The Porta-Potty will be picked up in Nov.

Winter projects: Seth went over some winter projects. Gates, grills, damaged kiosks, clear brush off dam, Signs to paint.

Trees on trails: there are 3 down. Seth is trying to keep the trails clean for the mountain bike race in Oct.

Seth will contact Otero for the dead trees that need to come down at ECO. Seth will get a quote.

Vinegar Mill stairs are leaning. Seth is recommending that we get that fixed this spring.

E1 needs to be fixed. That will be after the start of the year.

Transmission in the Explorer: Avis suggested that Seth bring that up at the next department head meeting.

Estimate for the bucket on the tractor to be replaced.

The THird Mower is rough, needs to be replaced.

Seth Suggested we get a little S10 for the director. And a vehicle for the crew so they can go back and forth to ECO.

Seth also suggested a Gator for the host at ECO. Avis has a concern of the liability but she definitely sees the need for it. Avis reminded that the Budget is like a Christmas list.

2026: perhaps Bobcat? Avis suggested that maybe use the county's. Seth said that he understood that, but that sometimes you need it in a pinch and if it were the county's it would have to be planned.

Seth asked about the hiring process. Avis stated that we are waiting on the budgets. We don't want to advertise and then it not be correct. We are trying to contact the other departments. Avis wants to break up the job descriptions. Seth agreed that there should be an office manager, a maintenance supervisor, and a superintendent. Avis suggested that maybe we should hold off on the maintenance supervisor and start with an office manager. Avis is hoping to start moving forward next month. Seth thinks there should be a director, an office manager, and 3 guys in the field. Avis is looking at wages first. The county has said no new people until 2026. Avis is hoping to fill the director position in January.

Events: Cross Country, BMW this weekend, Mtn Bike 10/5, McCormick Creek CC. Seth is a little nervous about the last two because those are brand new events. The Mountain Bike race is coming up soon. The back gate will be closed all day for the Mountain Bike race.

5. Guest comments:

Pat Dickerson wanted to complement Seth and everybody for all they do.

6. Next Meeting -Oct. 22, 2024 at the government Center

7. Adjournment - Jennifer made motion to adjourn the meeting at 7:13 pm, Kristin seconded. All voted in favor.

Jennings County Parks & Recreation Board Meeting
August 27, 2024 Meeting Minutes

Bill Ertel

Avis McGovern

Samantha Wilder

Kristin Wiley

Jennifer Sanders
