

DRAFT MINUTES  
Shepherdstown Parks & Recreation Committee  
September 24, 2024

1. Call to Order - Meeting was Called to Order at 6:07 p.m. by Chairperson C. Roberts
2. Attendees: Chairperson C. Roberts; M. Amerikaner; A. Thomas.
3. Approval of Agenda - Motion to approved meeting agenda by M. Amerikaner; seconded by A. Thomas; Motion Approved - No Objections.
4. Approval of Minutes -Motion to approved meeting minutes of August 27, 2024, by A. Thomas; seconded by M. Amerikaner. Motion Approved - No Objections.
5. Welcome Visitors: No Visitors
6. Unfinished Business:
  - a. Bane-Harris Park - C. Roberts
    - i. Pickleball Court Update - Billy Grove submitted a report via text indicating the surfaces will be reviewed and boundary lines will be applied as soon as they have an opening. The immediate plan is to apply boundary lines to Viola Devonshire Park first.
    - ii. After November meeting, C. Roberts will disassemble Pickleball Nets and store in the designated locked box until Spring.
    - iii. Playground Equipment Replacement - The playground equipment project was completed September 12 by Miracle Recreation. C. Roberts inspected the installation, submitted the invoice to Town Hall Clerk for payment. Pictures were shared during the meeting.
  - b. Cullison Park - M. Amerikaner
    - i. Walking Path Update
      1. Extension to Rumsey - Crushed Glass Option - Marty contacted glass recycling center in Winchester, and they offered a truckload of crushed stone for a cost. Marty discussed with Chris Stroech, Town Recorder, regarding a visit to the site . Risks of using the crushed glass, a substance with the feel and consistency of sand, include the use of walkers, bikes, scooters, anything with wheels/tires is not feasible. May slow or prevent wheel rotation plus the risk of flat tires. Recommendation is to review December 2021 estimate for Phase 2 from Flex-pave and to obtain an estimate for 2025.
    - ii. Stairway from Mill Street Update - B. Grove submitted a report via text indicating that he plans to begin replacing the stairway the first week in October.
  - c. Riverfront Park - C. Roberts
    - i. All is well; nothing unusual observed.
  - d. Rumsey Park - A. Thomas
    - i. Landing for Stairs/Railing - Update - B. Grove submitted a report via text indicating that he plans to begin to install the railing next week.
    - ii. Electrical Source Update- A. Thomas will check with Town Police and/or Rotary (R. Caruso or Hank Walter for a key to unlock the electrical box.
    - iii. Rotary Request Update - WV Almost Heaven Swing - A. Thomas sent a layout of the project (Attached). Will invite Rotary member(s) to next Town Council meeting to present and/or field questions.
  - e. Viola Devonshire Park - C. Roberts
    - i. Pickleball Update - The plan is to apply boundary lines to Viola Devonshire Park next week when the surface is dry. Leaves will need to be removed, and the surface needs to be swept in advance.
    - ii. Border Installation Update - B. Grove submitted a report via text indicating that E. Mose is currently working on the border area.
    - iii. After November meeting, C. Roberts will disassemble Pickleball Nets and store in the designated locked box until Spring.

- f. Bookmark the Park – 2024 – C. Roberts reported that the 2024 season has ended; had successful events with increased community participation. 2025 season planning is in progress.
- g. Grant opportunities -Region 9 – M. Amerikaner contacted Suzanne Henderson and David Deamer (P&R POC) – Opportunities: TAP Grant/WV Dept of Highways but they will not do projects until they reach \$100k. Land & water conservation fund/NPS funding cycle is August 1-Nov 1 - 50/50 match. Region 9 has a Non-profit project manager to help with preparation of a grant. M. Amerikaner will reach out to companies to obtain estimates/bids and report.
- h. Member Vacancy – 1 (Vice Kallas) – C. Roberts reported that we have at least one interested town resident and hoping for submission of application in time to place on the next Town Council Agenda.
- i. Hurley Estate - TBD
- j. Purpose Statement & Meeting Schedule thru December 2024:
  - i. The purpose of Shepherdstown Parks and Recreation Committee is to enhance the quality of life for our community by providing safe, accessible, and welcoming spaces for recreation, relaxation, and social interaction. These parks serve as vital hubs for physical activity, environmental appreciation, and community engagement, fostering healthy lifestyles and strong connections among residents of all ages. Through a small number of diverse recreational opportunities, educational programs, and well-maintained facilities, we aim to cultivate a vibrant, inclusive environment that nurtures community spirit and promotes the well-being of all our residents and visitors.
  - ii. Meeting Schedule: October 29 at 6 p.m. – Cullison Park, (Weather Permitting. Back-up – Town Hall); November 26 @ 6 p.m. – Town Hall; No meeting in December.
- k. Strategic Goals for FY2025
  - i. Plan for Hurley Estate ---Current Renters, use of the land, etc.
  - ii. Bookmark the Park Programs/Events
  - iii. Maintenance of existing parks and recreation to ensure aesthetic value as well as safe and fun space for the community and/or visitors.
  - iv. Phase 2 of surface connecting Cullison and Rumsey Parks

## 7. New Business

- a. Future Topics – Committee decided to concentrate on Unfinished projects until creating new ones for now.

8. Next Meeting – October 29, 2024 - 6:00 p.m. – Cullison Park, weather Permitting

9. Adjournment – Motion to adjourn by M. Amerikaner; Seconded by A. Thomas. Meeting adjourned at 7:27 p.m.

Respectfully Recorded and Submitted by C. Roberts and A. Thomas