

Meeting Minutes

Raleigh County Parks and Recreation Authority

October 8th, 2019

10:45 A.M.

1. **Call to Order:** Carl Roop
2. **Present:** Carl Roop, Detlef Ulfres, Clyde Stepp, Linda Epling, Billy Michael, Molly Williams, BJ Pritchard, Barbie Little, Gillian Cochran
3. **Approval of Meeting Minutes:** Motion to Approve – Clyde Stepp / Seconded – Linda Epling
4. **New Business:**

4.1 – 4H Youth Camp Report - Secretary for the 4H Youth Committee, Barbie Little, approaches the commissioners and passes out an updated finance report on the 4H Youth Camp. She explains that rentals for next year have already begun and that vista rentals at the Clover Cottage are being considered. The only issue with this idea is that there is no kitchen, however, there are options that can be considered to remedy this issue. Carl Roop asks about the compensation of the losses that the camp suffered. Barbie Little states that the revenue brought in from the flea market that was organized for last weekend will help cover the losses. Carl Roop inquires about the hot water tanks, mentioned during the last meeting. Little states that they have decided to postpone the installation of the hot water tanks, after discussing the potential risks that winter could bring. Molly Williams asks which account the hot water tanks were coming from. Carl Roop states they are coming from capitol improvement.

4.2 – Switch to 2-week pay periods vs current bimonthly, starting January 1st, 2020 and pay one week after last day of pay period – Molly Williams states that due to employees calling in, schedule changes, weather cancellations, etc., that keeping the checks true to the hours worked by employees is extremely difficult. She states that issuing pay checks every two weeks vs. twice

a month would allow for more accurate payment, without leaving employees owing time or being owed additional payment. Carl Roop states that the commission is only benefitted by this change and searches for a motion to approve it. Linda Epling makes the motion to approve. Clyde Stepp seconds.

4.3 – Adopt the county’s shared leave policy – Carl Roop asks if this will be for only the permanent employees. Molly Williams affirms that it will only be for them. Clyde Stepp asks if there is a cap on vacation and sick leave, or if they roll over. Molly Williams explains that there is a cap on vacation days, but that sick days roll over. Carl Roop says that he sees no disadvantage to this and seeks a motion to approve it. Clyde Stepp makes a motion to approve. Linda Epling seconds.

4.4 – Financial Report – Molly Williams explains to the board that RCRA will not be able to make October payroll without getting extra monetary assistance. She states that risk pool insurance is putting their finances in a bind. Carl Roop states that he will ask the commissioners for extra money to cover what RCRA is lacking. After that, he says they will assess where they are with hotel/motel tax.

5. Old Business

5.1 – Fitzpatrick Dam Repair

5.2 – Lake Stephens Dam Work – Molly Williams asks if they should start draining the dam now or if they should wait. Detlef Ulfres says that Molly Williams should get Bill Prichard’s opinion on this subject, because he knows how long it takes and could give better advice.

6. Adjournment

The next meeting is set for November 19th. Carl Roop searches for a motion to adjourn. Clyde Stepp makes a motion. Linda Epling seconds.