



**RALEIGH COUNTY**  
**PARKS AND RECREATION AUTHORITY**  
**Board Meeting Minutes**

**January 19, 2021**

**11:00A.M.**

**1. Call to order - 11:00**

**2. Roll Call**

Board Members Present: Dave Tolliver, Ron Headrick, Clyde Stepp, Bill Roop

Additional Staff Present: Molly Williams, BJ Prichard, Aaron Hamilton, Billy Michael,  
Bill Calhoun

Additional Staff on Conference Line: Sydney Clyburn

**3. Approval of Meeting Minutes - Motion to approve made by Bill Roop, seconded by Clyde Stepp**

**4. New Business**

4.1 Financial Statement Nov 2020 - Motion of approval made by Bill Roop, seconded by Clyde Stepp

4.2 Financial Statement Dec 2020 - Motion of approval made by Bill Roop, seconded by Clyde Stepp

4.3 Campground and Cabin Contract Update - Motion of approval made by Bill Roop, seconded by Ron Headrick

- a. Changed rental age from 18 to 21.
- b. Changed check in and out time.
- c. Added a cancellation policy for payments not received within 15 days of past due date
- d. Added short term camper rules for overnight sites. Campers in overnight sites have a week maximum with a week break before returning for another reservation.
- e. Campers must be licensed and registered to the person on the reservation.
- f. Porches and deck regulations. A 2 ft setback will be in effect and plans must be approved prior to construction. All current structures are grandfathered in but must understand that they could be asked to make changes.
- g. Updated loud and excessive noise section and separated it into two points
- h. No pet kennels, cages or fences
- i. Other minor changes

4.4 Overflow Campsites - Motion of approval made by Bill Roop, seconded by Ron Headrick

- a. Phase 1: Putting in road and sites with the stone and two inch gravel needed which has to set for one year
- b. Phase 2: Adding sewer, water and electricity
- c. Estimated number of sites to be added is fifty-five

- d. Project will not affect any other Parks and Recreation projects currently ongoing or upcoming

## 5. Old Business

5.1 Dam Update - Project is complete other than the repaving of the road. We are currently checking on quotes for paving and graveling the road and parking lot area at the dam.

5.2 Approve Revised Dam Construction Change Order 1 - Motion of approval made by Bill Roop, seconded by Ron Headrick.

- a. Final cost of the entire project including Allcon is \$384,477.30. This includes the subtraction of \$10,000 on Allcon's end, however, the drilling and blasting did go up by \$22,000 making them \$12,472.30 over budget. This is not including Alliance Engineering.
- b. Taking out the \$2,000 for clearing and grubbing in the previously revised change order

5.3 Approve Dam Construction Change Order 2 - Motion of approval made by Bill Roop, seconded by Ron Headrick

- a. A decrease in amount due to removal of the project containing rocks on the downhill stream of the spillway. Project is still over by \$10,000 when adding both change orders together.

5.4 Parks Update -

- a. Playground, bathroom and picnic shelter project is still in the process of seeking grants/sponsors and planning blueprints
- b. Fitzpatrick has quotes for moving in the lights from Montgomery and is in the process of getting contracts with WVU Tech to use field four as their home field
- c. Starting in February the gate by the PDS will be closed at Fitzpatrick at night
- d. A grant has been applied for new safety buoys to go around the perimeter around the Aqua Park to keep boaters out and swimmers in
- e. Setting up a meeting with the new president of Mountaineer Youth Athletics to progress on upcoming projects at STOCO
- f. The disc golf course is progressing. Lowes is willing to donate some materials. We are currently still seeking turf. We are getting ready to start leveling out Tee Boxes.
- g. We have been adding small touches to improve cabin rentals
- h. Four sites in the campground will be designated for nightly and weekly stays only to allow more campers the ability to enjoy the campground where it is staying full
- i. Raleigh County residents will be able to reserve campground and marina site before nonresidents

General -

- a. We received two different approvals from the Covid Cares Act. The first being \$40,263.79 and second being \$19,035.60. We have received the forty thousand but we have not received the nineteen thousand yet.
- b. We are working to become an E Park and will start hosting E Games tournaments very soon.
- c. We have started working on our 2021 events calendar, covid regulations pending
- d. We will begin advertising for available Spring and Summer employment positions starting in February and will begin hiring in March
- e. We will start our new reservation software this month allowing online reservations as well as many other additional benefits.

## 6. Adjournment - Adjourned