



**Parks & Recreation Board Meeting Minutes  
February 29th, 2024 at 6:00 p.m.  
Flynn Building**

<b>Board Members Present:</b>	Jennifer Dalrymple, Lacey Forrey, Dirk Gard, Bill Duede, Michael Ryan
<b>Board Members Absent:</b>	None
<b>Broadwater County (BC) Staff Present</b>	Nichole Brown, Director Broadwater County Community Development; Lindsey Richtmyer, Commissioner Liaison
<b>Broadwater County (BC) Staff Absent:</b>	None
<b>Guests:</b>	None
<b>Secretary:</b>	<i>Aubra Lewis, Administrative Assistant</i>

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100% of the Board members present and accounted for. Quorum reached for start of meeting.

**Regular Meeting**

1. Jennifer called the Public Meeting to order at 6:00 p.m.
2. All who were present were asked to rise for the Pledge of Allegiance.
3. Public Comment on Items Not Included on Agenda
  - a. none
4. **Approve Minutes**
  - a. Motion to approve the minutes of the January 29<sup>th</sup> and February 2<sup>nd</sup> meetings.
    - i. Lacey was the only sitting board member present at those meetings and is the only one that can make the motion to approve the minutes.
    - ii. Motion carried.
5. **Old Business**
  - a. **Election of Officers**
    - i. Lacey nominated Jennifer for chairman. Nomination was accepted. It was seconded. No discussion. Motion passed unanimously.
    - ii. Jennifer nominated Lacey as Vice Chair. It was seconded. Nomination was accepted. Motions passed unanimously.
  - b. **New Member Orientation and Updates**
    - i. Upcoming Board Training on April 2<sup>nd</sup> at the Methodist Church
    - ii. Presentation of the County Recreation Plan to the new members
  - c. **Financial Report**
    - i. Current cash account - \$39,031.69
    - ii. Discussion of how the board receives funds – grants, subdivision, website, organizations, private donations
  - d. **Centerville/Mill Road Master Plan**
    - i. Changes are still needed to the Trust Board grant before it is presented again. Changes were reviewed and clarified.
    - ii. Great West Engineering should be included to come up with a bid for the Engineering Plan

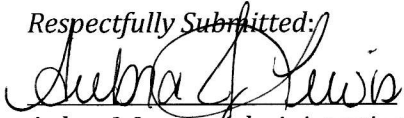
- iii. Discussion was had about adding the 150 acres as part of the Engineering Plan to establish baseball fields, walking path, soccer fields, dog park, folf field, extra 9-hole course vs. waiting and having to do another engineering study.
    - iv. History of the 10 acres and vision was given.
    - v. Motion from Lacey to set up a special meeting with Mr. Grebenc of Great West Engineering to discuss the engineering plan for the parks. Motion was seconded. No further discussion. Motion passed unanimously.
  - e. **By-Laws**
    - i. Clarification of email vs online voting/teleconference voting
    - ii. Lacey made a motion to recommend the approval of the bylaws as amended. Motion was seconded. No further discussion. Motion passed unanimously.
    - iii. They will be sent to the commissioners for the March 13<sup>th</sup> meeting for approval.
  - f. **STOKE Reimbursement**
    - i. Discussion on reimbursement for \$2,000.
    - ii. Lacey moved to reimburse the previously approved \$2,000 to STOKE.
      - 1. Discussion on where payment is going and invoices
      - 2. Motion seconded. Motion passed unanimously.
  - g. **Heritage Park Equipment**
    - i. \$10,000 grant match was secured from the Rotary Club
    - ii. City approved the project at their meeting – City meeting minutes were read to review the specifics of the project.
  - h. **City of Townsend Website**
    - i. No update
    - ii. Discussion of how people can donate through the new County website as a possible solution
  - i. **Holloway Park Gazebo**
    - i. no update on letter of support
    - ii. Discussion on Lite Electric \$1292.55 for the lighting and who would pay for it
  - j. **Connor's Field Infrastructure Electric Bill**
    - i. Discussion on ideas to cover the cost
    - ii. ADA Vault toilet is done – discussion on moving the project forward and getting it installed
      - 1. A locate needs to be requested
  - k. **Swimming Pool Enhancement Sustainability**
    - i. No pool manager has been hired. City will repost.
    - ii. Discussion of job posting issues
  - l. **Folf Course** – No update
  - j. **Rotary Peace Pole Meditation Park**
    - a. Suggestion to put it in the Centerville/Mill Road by the dog park.
    - b. History was given about the Rotary Peace Pole Initiative
  - k. **YMCA/CARB (Community Advisory and Research Board)**
    - a. No update
6. **New Business**
- a. No new business
7. **Comments from the Floor**
- a. Article 2, page 2, Section 1 members – the newly approved bylaws state “The Board shall consist of 7 voting members...” The next steps are to reopen board positions for 30 days. If previous board members want to submit letters, they may do that. The Parks and Recreation Board will collect the letters, make recommendations to the Commissioners for final approval.
  - b. Question on whether there was a well on the 10 acres on Mill Road.

8. **Next meeting**

a. *scheduled for Monday, March 18th at 6:00 p.m. at the Flynn Building.*

9. Jennifer adjourned the meeting at 7:34 p.m.

Respectfully Submitted:



Aubra J. Lewis, Administrative Assistant

Approved:



Jennifer Dalrymple  
Chair

3-18-24

Date

3-18-24

Date