

Hancock County Parks & Recreation Board

Special Meeting

March 20, 2019

Parks & Recreation Office

689 Gas Valley Road, New Cumberland WV 26047

6:27 PM

Board Members present: President Jeffery Wargo, Vice President Mark Cooper, Secretary/Treasurer Amy Franey-Cunningham, Ian Wilson, Nancy Kowalski, Mallory Markowicz, and George Hines

Also in attendance: Kim Franczek, Office Administrator, Hancock County Parks; Ron White, Maintenance Supervisor, Hancock County Parks, Britni Recinella – Candidate for open Office Administrator Position , Jessica Watts - President of the UHYSL and Doug Comm.

Call to Order: 6:27 pm

Resignation: Kim Franczek has decided to resign April 1, 2019. She provided Jeff Wargo with her resignation letter. Kim has served as the Office Administrator for the Hancock County Parks and Recreation Department for over three years.

Interview New Candidate for the Office Administrator Position: Britni Recinella's resume was given to each board member. Britni is currently interning at the Office of the County Commissioners and has expressed interest in the position that has become available by Kim Franczek's resignation. The board members read her resume and got to ask her questions on her abilities to fulfill the position. Kim has agreed to help train her on Saturdays when both women are available. She comes highly recommended.

A motion was made by Mark Cooper to hire her, Amy Franey-Cunningham seconded the motion. Board members present accepted the motion. No one opposed. Britni Recinella's first day as Office Administrator will be April 1, 2019.

Proposal by UHYSL from Jessica Watts: The Upper Hancock Youth Soccer League was present to discuss the upcoming soccer season that will take place on the fields at 715 Gas Valley Road, New Cumberland, WV. Jessica informed the board of the UHYSL'S intention of holding their games and practices at the field. The schedule will be out April 1, 2019. Jeff Wargo gave Jessica Watts the proposed contract to look over and told Jessica that a \$300.00 deposit is required

and will be returned at the end of the year providing no damage is done to the property. Jessica said last years season went well. Discussion amongst the board and the UHYSL for the board to provide a "No Parking" sign or for the UHYSL to use the chain across the area in which the parents would not be permitted to park. Jessica will bring it up at the next coaches meeting. Jeff Wargo gave Jessica Watts two forms to fill out for anyone given a key to the concession stand and both bathrooms. Jessica is planning an "End Of The Year" party this year and said a timeline will be more available to the board this year. There are approximately 100 children on the soccer league. Mark Cooper said the gravel for the parking lot will be delivered and spread in May, 2019 which will vastly improve the condition of the parking lot. Ian Wilson asked if the UHYSL will have a "menu board" this year for the items being sold at the concession stand. Jessica said a dry-erase board is located inside the concession stand. Jeff Wargo and Mark Cooper asked Ron White to hang the sign without damaging the walls and Mark Cooper had a solution for accomplishing that and will get with Ron White on that subject. Jessica Watts asked for an EQUIPMENT INVENTORY LIST to be given to them on the beginning of the soccer season. Ron White informed the UHYSL that he is waiting to see when the weather will break to open the rest rooms. Jessica Watts agreed to do a walk through with the Board on April 3, 2019, which is the next scheduled Hancock County Parks and Recreation board meeting and bring the signed contract and security deposit of \$300. It was discussed with the UHYSL and the board that more picnic tables are needed.

**Motion to adjourn by Nancy Kowalski, second by Mark Cooper. Meeting adjourned.**

**Next meeting is scheduled for Wednesday, April 3, 2019 at 6:30pm.**