

MINUTES OF CARTER COUNTY PARKS AND RECREATION BOARD

MEETING HELD November 26th, 2019 at 801 East Elk Ave, Elizabethton, TN 37643

OPENING: Chairman Ken Gough called the meeting to order at 6:10 PM.

DRAFT

ROLL CALL: Erik Anderson conducted a roll-call. A quorum was present.

Rusty Barnett (Mayor)	Absent	Randall Jenkins (Commission Liaison)	Present	Michael Warren (1)	Absent
Erik Anderson (2)	Present	Mel McKay (3)	Absent	Jeff Smythe (4)	Present
Ken Gough (5)	Present	JR Campbell (6)	Present	Charlie Mattioli (7)	Present
Mike Melton (8)	Present	Eliz Park and Rep	Absent		

Guests were introduced: Brian Keith (SORBA)

PREVIOUS MINUTES: Minutes of the October 10th, 2019 meeting were provided to members before the meeting. The minutes were approved by common consent.

PRESENTATIONS: NONE

OLD BUSINESS:

- Green Bridge Landing:** Ken has the playground set at his shop. He is awaiting word from County High Schools to refurbish the equipment. The goal is to refurbish this winter and install next spring.
- Shooting Park:** Nothing Significant to Report
- Mountain Biking:** Jeff, SORBA, and the city met with Doe River Gorge Camp about the proposed expansion of the Hampton Watershed Trails. Doe River Gorge is interested and will almost certainly agree once liability issues are settled. Jeff and Brian reviewed a conceptual map of the potential expansion. The expansion will more than double the trails' length. It may eventually include a pump and skills track as well as increasing parking. Planning and layout should be done this winter/early spring. Construction (by professional trail builder) depends on Elizabethton and SORBA finding funds. Jeff will continue to be our lead.
- Gap Creek Park:** Negotiations with Elizabethton on a development and operating agreement have gone nowhere. Mike Mains, Charlie and Ken trying to find a way to jump-start them. Buildings and Grounds has approved an effort by Brushy Forks Environmental Consulting to get a grant to stabilize the creek banks and build a pedestrian bridge. This is a vital first step in the eventual development of the park. Mel will continue to follow this effort. Charlie Mattioli and Chris Schuettler bush-hogged and accomplished some cleanup of the Park in October. Charlie presented an invoice for fuel and equipment cost of \$100.00.

Randall made a motion that we approve the invoice and reimburse Charlie. Mike Melton seconded. A roll call vote was taken:


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Rusty Barnett (Mayor)	Absent	Randall Jenkins (Commission Liaison)	Yes	Michael Warren (1)	Absent
Erik Anderson (2)	Yes	Mel McKay (3)	Absent	Jeff Smythe (4)	Yes
Ken Gough (5)	Yes	JR Campbell (6)	Yes	Charlie Mattioli (7)	Yes
Mike Melton (8)	Yes	Eliz Park and Rep	Absent		

The motion to reimburse Charlie for the invoice was passed unanimously.

5. **Overmountain Victory Trail:** Kayla Carter of NETREP brought an Appalachian Trail Conservancy grant to our attention. Roan Mountain Rec Foundation is applying to help fund the 2020 AT Festival and install signage. Separately, Ken will approach Hampton Creek Cove Natural Area management about improvements to the OVT section that runs from the cove to Yellow Gap. If appropriate, a grant will be sought for that.
6. **Happy Valley Park:** Waiting a reply from the mayor about the request to obtain the land
7. **Elizabethton Parks and Rec:** Nothing Significant to Report
8. **Birding:** The Birders have reaffirmed that they will not host a Birding Festival until such a time as a new hotel is located within the City. *Birds of Carter County* progressing steadily but slowly.
9. **Roan Mountain Community Park:** The Roan Mountain Recreation Foundation provided a written report. Tractor purchased. Building of T-ball batting cage approved. New projects being investigated for next year include a dog park, walking path extension, BBQ grill, add'l trees and flowers, 3rd interpretive display for the stage, refurbishing the big picnic pavilion. Fund raising is underway for the 2020 Appalachian Trail festival.
10. **Carter County's Tweetsie Extension:** Nothing Significant to Report
11. **Website:** Nothing Significant to Report
12. **Road Cycling:** Nothing Significant to Report
13. **Pocket Parks:** JR reports that a church in Fish Springs has offered to give the county about 3 acres for a pocket park. He showed the board a diagram. The Buildings & Grounds deferred action earlier to accept the property earlier in the month. **Randall made a motion that: The Carter County Parks and Recreation Board endorse the project and encourages the County to accept the land gift for a future County Pocket Park. J.R seconded the motion. The motion passed unanimously.**

JR will try to arrange a meeting with a citizens group that may be willing to sponsor the future park. Our budget has \$5K set aside for such a park. Ken, Erik, and Randall offered to attend the meeting to share their experiences in setting up a park.
14. **Request to amend private act to allow 12 meetings per year:** Nothing Significant to Report.

NEW BUSINESS:

1. **Petty Cash Policy:** Ken provided a Petty Cash policy that had been drafted with the aid of the Finance Department. **Randall made a motion that we approve the policy. Charlie seconded. The policy was approved unanimously.** Jeff Smythe volunteered to be the

Treasurer and execute the policy. **Charlie made a motion that Jeff be our Treasurer. Randall seconded. The motion passed unanimously.** Ken will inform the Finance Office that we are ready to execute the policy and provide Jeff the initial disbursement. Jeff will establish a bank account and necessary records.

2. **BCHET Walnut Mountain Parking Area:** The Back Country Horsemen of East Tennessee is starting a project to build a parking lot on Walnut Mountain. They will need to raise approx. \$17K+ for the project. We have \$2K in our budget identified for this future project.
3. **Next Meeting:** The next meeting will be Tuesday Jan 28th 2020 at 6:00 PM in the Mayors conference room.

ADJOURNMENT: The Chairman closed the Meeting at 7:35 PM.

Respectfully submitted,

Erik Anderson

Secretary