

MINUTES OF CARTER COUNTY PARKS AND RECREATION BOARD

MEETING HELD April 26th, 2022 at 801 East Elk Ave, Elizabethton, TN 37643

OPENING: Chairman Ken Gough called the meeting to order at 6:00 PM.

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

Patty Woodby (Mayor)	Absent	Aaron Frazier (Commission Liaison)	Present	Michael Warren (1)	Present
Erik Anderson (2)	Present	Mel McKay (3)	Present	Lisa McGinnis (4)	Present
Ken Gough (5)	Present	JR Campbell (6)	Present	Charlie Mattioli (7)	Present
Mike Melton (8)	Present	Eliz Park and Rep	Absent		

GUESTS: Wes Bradley, (APES and SORBA)

PRAYER: Mike Melton provided an opening Prayer.

PLEDGE: Mike Melton led the Pledge of Allegiance.

PREVIOUS MINUTES: Minutes of the March 22nd, 2022 meeting were provided to members. They were approved by common consent.

PRESENTATIONS: NONE

OLD BUSINESS:

1. **Financial Report:** Ken provided a written report on expenditures thru April 22nd. Expenditures were \$48,928.45 out of a budget of \$160,000. Ken led the Board in a review of unexpended funds in the spending plan to see if reallocations should take place.

Mike Melton made a motion to move \$3,700 in unexpended funds from the Roan Mountain Park mowing equipment to Gap Creek Park. Michael Warren seconded. A Roll Call vote was taken.

Erik made a motion to move \$10,000 in unexpended funds from the Tunnel Trail to Gap Creek Park. Mel seconded. A rollcall vote was taken.

J.R made a motion to move \$2,000 from travel expenses to The Park at Fish Springs. Michael Warren seconded. A roll call vote was taken.

Erik made a motion to move \$10,000 from maintenance to Gap Creek Park. Lisa seconded. A Roll call vote was taken.

The results of the Roll call votes were the same for each motion and are shown here:

Patty Woodby (Mayor)	Absent	Aaron Frazier (Commission Liaison)	Absent	Michael Warren (1)	Yes
Erik Anderson (2)	Yes	Mel McKay (3)	Yes	Lisa McGinnis (4)	Yes
Ken Gough (5)	Yes	JR Campbell (6)	Yes	Charlie Mattioli (7)	Yes
Mike Melton (8)	Yes	Eliz Park and Rep	Absent		

All four reallocations to the spending plan were approved unanimously resulting in an increase of \$2,000 for The Park at Fish Springs and an increase of \$23,700 for Gap Creek Park.

2. **Birding:** The Herndon Birders are well along the way to complete the "*Great Birding Spots of Carter County*". Sample pages that were provided to Board Members earlier in the month received praise.
3. **Website:** Nothing Significant to Report
4. **Shooting Park:** Nothing Significant to Report
5. **Road Cycling:** We need at least two volunteers to assist with the Carter County Omnium which will take place on June 4th and 5th. During the Roan Groan on June 4th we need two people to assist

with traffic on Highway 19-E. They will be Lisa and her husband and perhaps Michael Warren. On the 5th during the race in Elizabethton other volunteers will be helping with crowd management.

6. **Erik Anderson Community Park:** Erik provided a written report. The trout trash trap junior was installed on March 31st. The park is gearing up for an Appalachian Trail festival on May 7th. An act of vandalism occurred on April 10th. The juvenile and his guardian are in the process of making restitution.
7. **Elizabethton Park and Recreation:** Their Park and Recreation Board did not meet last month.
8. **Green Bridge Landing (GBL) –** Wes reported that a “Day Camper” has been residing at the park every day and leaving at night. The camper is suspected of creating unsanitary conditions but nothing can be done unless the Sherriff’s Office catches them in the act. The Sheriff spoke to the camper yesterday and they were not noted today. The Board discussed the potentiality of placing a video camera on the property. Lisa reported that the final preparation of the playset should be completed by the end of the school year which will facilitate installation this summer.
9. **Fish Springs Park –** J.R reported that the official name of the park is “The Park at Fish Springs” The Friends of Fish Springs are negotiating with Bob’s Trees, Trails and Gardens to prepare a Master Plan. **Erik made a motion to disburse the \$2,000 from the reallocated spending plan to the “Friends of Fish Springs” to assist in some initial site preparation. Michael Warren seconded the motion. A roll call vote was taken:**

Patty Woodby (Mayor)	Absent	Aaron Frazier (Commission Liaison)	Absent	Michael Warren (1)	Yes
Erik Anderson (2)	Yes	Mel McKay (3)	Yes	Lisa McGinnis (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 disburse \$2,000 to Friends of Fish Springs Park was approved unanimously.

10. **Carter County Tweetsie Extension:** Ken reported that the State is in the final steps of approval of the signage. The County will have to pay for the manufacture and installation of the signs.
11. **Mountain Biking – Hampton Watershed Trails –** Wes reported that the trail builder for Phase I is on site and will commence work this week. The addition should be completed by the end of June. Wesley is working to find funding to initiate Phase II as soon as Phase I is complete. Wesley also requested \$10,000 to start design on the pump track. The consensus of the Board was we would address this request when he has identified sources for the additional \$40,000 needed to accomplish the design.
12. **Tunnel Trail – Tweetsie Trail and Hampton Watershed Trail Extension –** The funding initiative did not make it into this year’s TN FY budget. The consensus of the Board was that the Chairman should attempt to organize a meeting of interested stakeholders to investigate a way forward. Ken, Mel and Wesley should be at any prospective meeting. It is noted that a 501 c 3 organization, The Tweetsie Trail Conservancy, already exists.
13. **Gap Creek Park –** Charlie, Ken, Aaron and the Mayor recently met with the City of Elizabethton Planning Department to devise a way ahead for improvements at the park. The most immediate issue is the provision of a “No Rise” certificate. Upon exhaustive research it was discovered that a “No Rise” certificate had not been accomplished as was initially reported. Bob Richards and Charlie contacted Tysinger and Associates and they could accomplish the necessary study in approximately 5 weeks. **Charlie made a motion to authorize a Purchase Order NTE \$10,000**

for Tysinger, Hampton and Partners to do a Phase 1 and 2 hydraulic survey and develop a "No Rise" certificate. Michael Warren Seconded. A roll call vote was taken.

Patty Woodby (Mayor)	Absent	Aaron Frazier (Commission Liaison)	Yes	Michael Warren (1)	Yes
Erik Anderson (2)	Yes	Mel McKay (3)	Yes	Lisa McGinnis (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 authorize the PO was approved unanimously.

Several other motions were made for Purchase Orders for which would provide an initial set of service offerings for Gap Creek Park. **Charlie made a motion to authorize a purchase order NTE \$8,000 to Yardcraft for a 18X12ft vinyl covered Gazebo Kit. Aaron Frazier seconded. A roll call vote was taken.**

Patty Woodby (Mayor)	Absent	Aaron Frazier (Commission Liaison)	Yes	Michael Warren (1)	Yes
Erik Anderson (2)	Yes	Mel McKay (3)	Yes	Lisa McGinnis (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 authorize the Yardcraft PO was approved unanimously.

Charlie made a motion to authorize a PO NTE \$15,000 to a TBD contractor to build an initial walking trail around the Park. Aaron seconded. A roll call vote was taken.

Patty Woodby (Mayor)	Absent	Aaron Frazier (Commission Liaison)	Yes	Michael Warren (1)	Yes
Erik Anderson (2)	Yes	Mel McKay (3)	Yes	Lisa McGinnis (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 approve the PO was approved unanimously. One quote has been submitted by Bob's Trails and Garden. Wesley will assist with getting two other quotes for the trail work. Charlie made a motion to authorize Purchase Order/s to Preston Construction for a 12x12 concrete pad for the dog park NTE \$3,000 and a 18x14 concrete pad and assembling the Gazebo Kit NTE \$8,000. Aaron seconded. A roll call vote was taken.

Patty Woodby (Mayor)	Absent	Aaron Frazier (Commission Liaison)	Yes	Michael Warren (1)	Yes
Erik Anderson (2)	Yes	Mel McKay (3)	Yes	Lisa McGinnis (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 approve the PO/s for these projects were approved unanimously.

In light of the need to establish pedestrian ramps to the bridge that will not impact the flood way Charlie and Bob have been investigating a solution of building an appropriately sloped 6ft wide wooden ramp to each end of the pedestrian bridge. **Charlie made a motion that the Board authorize a Purchase Order NTE \$25,000 to a TBD contractor once sufficient quotes have been received. Aaron seconded. A roll call vote was taken.**

Patty Woodby (Mayor)	Absent	Aaron Frazier (Commission Liaison)	Yes	Michael Warren (1)	Yes
Erik Anderson (2)	Yes	Mel McKay (3)	Yes	Lisa McGinnis (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 approve the Ramp PO was approved unanimously.

DRAFT

Aaron reported that utility easements continue to be worked. The County Attorney is attempting to contact the absentee owner to work a Jena Beth Drive easement. Charlie and Bob will investigate our ability to accomplish additional fencing in section of the park in this FY.

NEW BUSINESS:

1. **Budget Committee Report:** The Chairman made our presentation. Informal feedback from Aaron was that the base funding for looks OK. Funding for the Recreation and Economic Development and the Tunnel Trail reserve fund are still being discussed.
2. **District 5 Member and election of new officers:** Ken requested that if anyone has the name of a good candidate for the Happy Valley/Milligan area that they get that name to him. Ken's last meeting will be in August and the Board should consider electing a new Chairman and Vice Chairman in time to accomplish a smooth transition.
3. **Next Meeting:** Tuesday, May 24th, 2022 at 6:00 PM in the Mayors Conference Room.

ADJOURNMENT: The Chairman closed the Meeting at 8:10 PM.

Respectfully submitted,
Erik Anderson
Secretary