

The monthly meeting of the Washington County Park Authority was held Monday, December 4, 2023 at 6:00 pm at the Washington County Building.

Present: Ben Casteel - Chairman, Steven Statzer, Jim Hutton, Claude Worrell, Lisa Wilson, Jennifer Blankenship, Stuart Wright.

Minutes

1. The Meeting was called to Order at 6:16 PM
2. Public Comment: No public comment was made.
3. A motion was made to enter executive session to conduct interviews for a new employee by Steven Statzer, Seconded by Jennifer Blankenship. Without opposition, the board entered executive session at 6:17 PM. At 6:53 PM, Claude Worrell motioned to exit the executive session and resume normal business with a second offered by Jennifer Blankenship. The motion passed 7-0-0.
4. Washington County Park Authority Manager Report
 - a. Rate and rules review
 - i. A Motion was made by Claude Worrell and seconded by Steven Statzer to adopt the rules as submitted to the Park Authority Board. Motion Passed 7-0-0.
 - ii. Rates: A motion was made by Jennifer Blankenship and seconded by Steven Statzer to adopt a 4% processing fee. Motion passed 7-0-0
 - b. Electric fee \$0.15 per KwH
 - c. Drawings for seasonal spots, requesting 6 to be drawn.
 - i. A motion was made by Steven Statzer and seconded by Jennifer Blankenship to hold a drawing for the six requested spots. Motion passed 7-0-0
 - d. VA minimum wage will stay the same in 2024. A motion was made for hourly employees to receive a \$0.75 increase by Stuart Wright and Seconded by Steven Statzer. Motion passed 7-0-0.
 - e. Steven Statzer made a motion to provide employees a Christmas bonus of \$100, seconded by Stuart Wright. Motion passed 7-0-0
 - f. Motion for Secretary and Tony made by Jennifer 2nd Claude.
 - g. Jennifer Blankenship made a motion to provide a ham to the Secretary of the board, and the motion was seconded by Claude Worrell. Motion passed 6-1-0 (Statzer abstaining).
 - h. A motion was made by Jim Hutton and seconded by Jennifer

Blankenship to reschedule our meeting to Monday the 8th of January meeting to be held with a dinner at 6:00 PM with location to be determined. Motion passed 7-0-0.

5. Recreation Department Report: N/A
6. Submitting and approval of the October Minutes. A motion to approve the October Minutes was made by Jennifer Blankenship, with a second coming from Jim Hutton. Motion passed 7-0-0.
7. Approval to pay the November Bills and Approval of the November Financial Report: A motion to approve the report and pay the bills was made by Jennifer Blankenship and seconded by Steven Statzer. Motion passed 7-0-0.
8. Old Business:
 - a. Park Superintendent Hiring
- 9 At 7:43 PM, Jennifer Blankenship made a motion to enter executive session to conduct interviews. The motion was seconded by Jim Hutton and passed 7-0-0. At 10:10 PM, Jennifer Blankenship motioned to exit the executive session and return to scheduled business with a second from Claude Worrell. Motion passed 7-0-0.
- Reenter
10. New Business:
 - a. No new business was addressed by the body at this meeting.
11. Board Member Action Items:
 - A. Ben Casteel -
 - B. Jim Hutton -
 - C. Jennifer Blankenship -
 - E. Claude Worrell -
 - F. Steven Statzer -
 - G. Stuart Wright -

A motion to adjourn was made by Jennifer Blankenship and seconded by Steven Statzer. The motion passed 7-0-0, and the meeting adjourned at 10:33 PM.

Sincerely,

Ben Casteel, Chairman
WSS