**III.**

**IRMO CHAPIN RECREATION COMMISSION**

**COMMISSION MEETING**

**WORK SESSION MINUTES**

Saluda Shoals Park

River Center

November 16, 2011

6:30 p.m.

Members Attending: John Sowards, Scott Wilhide, Emily Shuman, Tom McLean, Bruce Loveless. Non-members Attending: Elizabeth Taylor, Eve Mittendorf

Elizabeth Taylor reviewed the Commission agenda and inquired if there were any questions. Discussion occurred regarding the 2012 health benefit recommendation; BlueChoice will remain the insurance provider. Elizabeth Taylor stated that if all coverage options remained the same the cost to the agency would be a 17% increase. In order to keep costs down, staff is recommending an increase in the deductible amount and in the co-pay amount for specialists; with these changes, the premium rate increase for 2012 is 5%. In addition, the recommendation includes a $5.00 per pay period increase to the employee premiums.

Ms. Taylor continued to review the Commission action items, which included an Eagle Scout presentation, the 2012 Commission meeting schedule and a recommendation to amend Policy OP6 – Hours of Operation regarding closing hours for Saluda Shoals Park. Currently the policy has four closing times during a course of a year; staff is recommending two closing times: November 1 – February 28/29: 5:30pm, March 1 – October 31: 8:30pm. Elizabeth Taylor reminded the Commissioners of the Chairman’s Lighting at 5:30pm on Sunday, November 20, 2011.

Discussion occurred regarding Elizabeth Taylor’s presentation to the Lexington Delegation on November 10, 2011 regarding the Saluda Shoals/BC Components’ environmental clean-up status and a presentation of framed photos in appreciation of the Lexington County Delegation’s support. Chairman Sowards communicated that a donation was made for the cost of the framed photos given to the Lexington County Delegation members.

Discussion also occurred regarding the master plan, understanding and prioritizing the needs of existing park facilities, and eligibility and opportunities for grant funding. Commissioner Loveless expressed an immediate need for infrastructure improvement at Seven Oaks Park. Chairman Sowards agreed with Commissioner Loveless. In addition, Chairman Sowards stated he would like staff to continue to research grant opportunities in combination with agency money in order to have the largest impact on meeting facility needs. Chairman Sowards also stated that in order to prioritize projects, facility usage numbers would need to be evaluated. Elizabeth Taylor shared with the Commission that ICRC is eligible to apply for the community development block grant in regards to expansion of the senior center at Seven Oaks Park. Ms. Taylor also communicated the importance of taking care of infrastructure needs at existing parks i.e., lighting on the ball fields at Seven Oaks Park and Crooked Creek Park.

The Work Session adjourned at 6:58 p.m.

Eve Mittendorf

IRMO CHAPIN RECREATION COMMISSION

**IRMO CHAPIN RECREATION COMMISSION**

**COMMISSION MEETING**

**GENERAL SESSION MINUTES**

Saluda Shoals Park

November 16, 2011

7:00 p.m.

Non-members Attending Members Attending

Elizabeth Taylor Eve Mittendorf John Sowards

Belinda Rhodes John Cantey Scott Wilhide

Jack Terrell Jay Downs Emily Shuman

Jim Wellman Jeanette Wells Tom McLean

David Gibson John Swistak Bruce Loveless

Chairman John Sowards called the meeting to order. John Sowards delivered the invocation. Guests were welcomed.

**I. APPROVAL OF THE AGENDA**

 A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE THE AGENDA AS PRESENTED. TOM MCLEAN SECONDED. VOTE TAKEN. THE MOTION WAS APPROVED UNANIMOUSLY.

**II. REQUIREMENTS OF THE FREEDOM OF INFORMATION ACT**

The news media was notified of the meeting, it was posted on the website, and a notice and agenda was posted at the park sites one week prior to the meeting.

**III. APPROVAL OF THE MINUTES**

Chairman Sowards asked for objections on approval of the October 26, 2011 minutes; there being no objections, Chairman Sowards submitted the minutes as presented.

**IV. COMMUNICATIONS FROM THE PUBLIC**

No public communications

**V. PUBLIC PRESENTATION**

1. **EAGLE Scout Project – John Swistak**

Chairman Sowards recognized John Swistak for his Eagle Scout project at Saluda Shoals Park. John Swistak designed and constructed a large patio at the Cattail Shelter for stationing grills for outdoor roasting or cooking.

1. **2012 Health Benefits – David Gibson**

Mr. David Gibson, Gibson & Associates, presented the 2012 health benefits. The insurance companies are increasing fees due to the uncertainty of the health care reform, tax implications and loss ratios. The initial health insurance bid came in at a 17.3% increase; with benefit adjustment, the final bid came in at a 5% increase. Following are the 2012 recommended changes: increase deductible to $1500 for standard plan, increase in co-pay on the specialist visit and remove the vision rider. In addition, it is recommended to change the dental insurance provider to Health Choices; the premiums are less than the current cost. Mr. Gibson also provided the Commissioners a rate history report since 2007; with an 11.5% increase in health benefits over a five year period. The state average during the same period is 12.8% per year. Mr. Gibson stated that insurance companies in 2011, under the health care reform act, are required to give rebates to their customers if the loss ratio of the entire block of business is below 80%; the insurance companies have until June 2012 to calculate the numbers and then prorate by every account. In turn, companies/agencies are required to calculate a refund to the employees. Chairman Sowards inquired on how staff will calculate the refund for employees. Mr. Gibson stated that he would help staff set the refund up for employees. Mr. Gibson asked if there were any other questions. John Sowards thanked Mr. Gibson for his presentation.

**VI. STAFF REPORTS**

 Staff reports accepted as submitted.

**VII. NEW BUSINESS**

1. 2012 Health Insurance

Elizabeth Taylor communicated the staff recommendation for the 2012 health insurance include three changes to the health benefits, which include an increase in the deductible, increase in specialist co-pay and elimination of the vision rider. In addition, employees will share in the 5% premium increase at a rate of $5.00 per pay period.

 A MOTION WAS MADE BY SCOTT WILHIDE TO ACCEPT STAFF RECOMMENDATION ON THE 2012 HEALTH INSURANCE PLAN. SECONDED BY EMILY SHUMAN. VOTE TAKEN. MOTION APPROVED UNANIMOUSLY.

1. 2012 Commission Meeting Schedule

 A MOTION WAS MADE BY TOM MCLEAN TO ACCEPT STAFF RECOMMENDATION ON THE 2012 COMMISSION MEETING SCHEDULE. SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION APPROVED UNANIMOUSLY.

1. OP-6 Hours of Operation

 Elizabeth Taylor requested Commission consideration on a change to operational policy OP-5 Hours of Operation; for a number of years, staff operated under four different closing times throughout the year causing difficulty in clearly communicating to the public the various hours. Staff is recommending changing the closing time to twice a year: November 1 – February 28/29 at 5:30pm and March 1 – October 31at 8:30pm.

A MOTION WAS MADE BY SCOTT WILHIDE TO ACCEPT STAFF RECOMMENDATION TO AMEND OP-6 HOURS OF OPERATIONS. SECONDED BY EMILY SHUMAN. A VOTE TAKEN. MOTION APPROVED UNANIMOUSLY.

**VIII. EXECUTIVE DIRECTOR’S REPORT**

Elizabeth Taylor shared a recent health initiative competition between Seven Oaks Park and Crooked Creek Park; participants at each park are walking to the North Pole and have reached 3800 miles. Ms. Taylor stated master planning continues to progress and staff has presented the conceptual site plans to all three park improvement committees; feedback is very positive. The planners continue to put together the cost estimates. The trail grant project for the trail between the Environmental Center and the wetlands is being designed with a target date beginning the first of the year. Elizabeth Taylor invited the Commissioners to the Thanksgiving luncheon at Seven Oaks Park on Thursday, November 17, 2011.

Discussion occurred regarding the Holiday Lights event and the festivities for the Chairman’s Lighting on Sunday, November 20, 2011; the lead sponsors are Time Warner Cable, Lexington Medical Center, BlueCross BlueShield, Palmetto Smiles and TD Bank. There are 35 sponsors that have contributed $42,500 toward the event. Ms. Taylor communicated that the responsibility of the Holiday Lights event touches nearly every employee in the agency; the Holiday Lights committee works year around preparing for the success of this event. Elizabeth Taylor thanked Jay Downs, the Holiday Lights committee and staff for their tireless efforts and teamwork in making Holiday Lights successful.

John Sowards inquired on the Sleigh Bell Stroll and Sleigh Bell Trot events. Elizabeth Taylor communicated that the Trot is scheduled for Tuesday, November 22 and the Stroll is scheduled for Monday, November 21; there will likely be around 800 runners. John Sowards commended staff on the idea of splitting the runners and walkers into two different nights.

**IX. COMMISSION RESPONSE**

Emily Shuman thanked Eve Mittendorf for successfully negotiating the 2012 health benefits. Tom McLean echoed Ms. Shuman’s remarks. Commissioner Loveless wished staff a happy Thanksgiving. John Sowards shared his appreciation of staff and the tradition of the annual holiday festivities and wished everyone a safe and wonderful holiday season.

1. **ADJOURNMENT**

 There being no further business the meeting adjourned at 8:00 p.m.

 Respectfully submitted,

 Eve Mittendorf

 IRMO CHAPIN RECREATION COMMISSION