



Belville Parks and Recreation Board Meeting Minutes January 14, 2025

Belville Parks & Recreation Board Members Present:

Vince Matthews, Chairman
Rana LaBrunda, Vice Chairman
Dr. Mark Wilde-Ramsing, Member
Stacy Mitchell, Member
Brooks Rockwell, Member

Members Absent

None

Staff:

Athina Williams, Town Manager
Brenda Hewlett, Secretary
Greg Bannerman, Grounds Maintenance Technician
Randy Collins, Grounds Maintenance Technician

Staff Absent:

None

Items - 1 AND 2 - CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Vince Matthews called the January 14, 2025, Belville Parks & Recreation Board Meeting to order at 6:02. p.m. A quorum was present.

Item # 3 – APPROVAL OF AGENDA

ACTION – Member Dr., Mark Wilde-Ramsing **MADE THE MOTION** to approve the agenda. **VOTE WAS UNANIMOUS.**

Item # 4– APPROVAL OF MINUTES

ACTION – Member Brooks Rockwell **MADE THE MOTION** to approve the Belville Parks and Recreation Board Regular Meeting Minutes from December 10, 2025. **VOTE WAS UNANIMOUS.**

Item # 5- UNFINISHED BUSINESS

a. BELVILLE RIVERWALK PARK UPDATE

1. Grounds maintenance Technician Greg Bannerman and update on the improvements at the park. He related to the board that someone was on the pier and received a shock and he was unable to find a shock trip hazard. Norris Electric Company was called and checked all electrical outlets, and no problems were found except a trip hazard on the Christmas lights. There was a trip hazard by the grinder pump near the bathrooms, and it was temporarily fixed until something more permanent can be done. Vandalism was found in the bathroom where toilet paper was thrown on the wall. He informed the board that several persons had set up a tent and placed our trash cans on the pier so no one else could get on the pier to fish. They had rods at every position on the pier. Pine straw was removed from the playground area, and the Dragonfly Garden has fresh mulch and new rope around the garden. A loose bolt broke off of one of the swings and a child fell. The child was not hurt and the bolt was replaced. The Veterans Memorial Marine Corp seal has been ordered to replace the one already there
2. **DATE ON STORM RECOVERY/PARK REPAIR**

No storm recovery was reported.



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Item # 6- NEW BUSINESS

a. UPCOMING EVENTS

1. Chairman Vince Matthews informed the board that the new calendar of events was ready. Each board member received a copy of the events for 2026-2027.
2. Town Manager Athina Williams informed the board that we are transitioning and gaining staff members to continue to provide the citizens of Belville with events that they expect to enjoy. She thanked everyone for their commitment. Ms. Williams then introduced new employee, Christopher Richter, who is a new park staff grounds maintenance employee. Ms. Williams informed the board that the first event would be the February Valentine Sweet Shop Pop-up that will be held on February 12th thru 14th at the park. Ms. Williams stated that she is looking forward to a fresh series of events, and Ms. Williams gave everyone a current Organization Chart.
3. The Christmas Committee needs to be set up. Member Stacy Mitchell stated that she would like to serve on the committee. Chairman Matthews stated that he appreciated Stacy's support. The 49th Town of Belville Birthday is this year, and we need to start planning for the 50th Town of Belville Birthday next year. Fireworks and Drone Shows were discussed. We will need major sponsors for these events. Member Dr. Mark Wilde-Ramsing will check into the drone shows and get back to the board next meeting. Member Brooks Rockwell asked if we were going to have a Garden Party as part of the 50th Birthday event. Town Manager Athina Williams stated that it would depend on the construction in the park.

Item #7- OTHER ITEMS AND REPORTS

Town Manager Athina Williams stated that the Budget Workshop would be in March and that Brenda Hewlett would be working on the budget requesting funds for our events.

1. Chairman Matthews had nothing to report.
2. Vice-Chairman Rana LaBrunda informed the board that at the Christmas event she raised \$800.00 selling her items. She donated \$400.00 to Providence House and the other \$400.00 to the Belville Parks and Recreation Board. She also informed the board that she was having to step down from her position due to her work schedule. She will be on call 24 hours a day, 7 days a week. She stated that it was bittersweet for her, and she appreciated all of her support. Chairman Matthews thanked Mrs. LaBrunda for all of her time on the board. Town Manager Athina Williams thanked Mrs. Labrunda for serving on the board and serving the Belville Community.
3. Chairman Matthews stated that the Christmas Festival was successful. Member Brooks Rockwell stated that the Grinch was a huge hit and was well received. Town Manager Athina Williams stated that Jim Bucher was a great Grinch, and he even went to the Mall. Gift cards were given to the Grinch and Santa Claus.

ITEM # 8- ADJOURNMENT

ACTION –Chairman Vince Matthews adjourned the meeting at 6:45 p.m.

In

Minutes compiled by Brenda K. Hewlett

SIGNED:

Vince Matthews, Vice-Chairman

ATTEST:

Brenda K. Hewlett, Secretary



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Meeting Minutes
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