



DOE MOUNTAIN RECREATION AUTHORITY BOARD

Meeting Minutes: February 1, 2022

The Doe Mountain Recreation Authority (DMRA) Board of Directors met on February 1, 2022 at 1:00 p.m. at the Doe Mountain Adventure Center, Mountain City, TN 37683.

Board Members Present: Mike Taylor, Gabby Lynch, Kristy Herman, Mona Alderson, Anthony Duncan (zoom), Frank Arnold, Tim Sain, Ray Stout, Gerald Parish (zoom), Jerry Jordan, Dave Jones (zoom), Lynn Tully (zoom).

Board Members Absent: Ron Ramsey, Jerry Grindstaff

DMRA Staff Present: Executive Director L. Shawn Lindsey, Office and Finance Manager Kim Reece

Others Present: Dennis Shekinah, Lynn Hicks, Bob Richards (zoom), Tara Fenner (BCS - for item VI), Grace Pierce (BCS - for item VI)

I. Chairman Taylor called the meeting to order at 1:00 p.m.

II. Ray Stout moved to approve the minutes of the Board Meeting of December 7, 2021; Jerry Jordan seconded the motion; the motion carried unanimously.

III. **Public Comment Period**: No comments received.

IV. **Audit for Fiscal Year 2020/2021**: Auditor Don Mills of The MG Group, PC joined via zoom. He introduced himself and discussed highlights of the audit. He noted that there was a clean opinion for the audit. F. Arnold moved to approve the audit: K. Herman seconded the motion; motion carried unanimously.

V. **Financial Report and Edward Jones Account Access**: Treasurer Kristy Herman and Office and Finance Manager Kim Reece reported. As of December 31, 2021, the DMRA's cash position in the Johnson County Bank checking account was 1,154,763.85. The cash balance in the Johnson County Bank savings account was \$401,337.68. The DMRA's cash position in its Johnson County agency fund account was \$210,935.17. The Edward Jones Investment Fund balance was \$745,228.54 as of

December 31, 2021. Petty cash is \$500. J. Jordan moved to approve the Financial Report; G. Lynch seconded the motion; the motion carried unanimously.

S. Lindsey requested that he have full access to information regarding the Edward Jones account for monitoring and planning purposes. M. Alderson moved to add Shawn Lindsey to have full access to the Edward Jones account; F. Arnold seconded the motion; the motion carried unanimously.

VI. **Accounting Services Contract**: S. Lindsey reported that two firms submitted proposals to provide accounting services. One came from the current auditor, The MG Group, and the other from Blackburn, Childers, and Steagall (BCS). Tara Fenner and Grace Pierce from BCS were present to answer questions. After some discussion and questions regarding the services currently being provided by Johnson County, G. Lynch moved to defer decision on the matter pending review and reporting back by the Executive Committee; T. Sain seconded the motion; the motion carried unanimously.

VII. **Purchasing Policy**: G. Lynch moved to accept the proposed DMRA purchasing policy (filed with the minutes); K. Herman seconded the motion; the motion carried unanimously.

VIII. **UTV Bid**: The Board approved the purchase of a UTV during the October 2021 meeting. S. Lindsey reported that the dealer had not been able to procure the UTV approved. A dealer in Elizabethton will soon have a CanAm available for \$23,573.73. F. Arnold moved to authorize the purchase of the CanAm; R. Stout seconded the motion; the motion carried unanimously.

IX. **Excavator Lease**: S. Lindsey recommended approval of a 36-month excavator lease, in lieu of a month-to-month or ad hoc rental. F. Arnold moved to authorize putting out a request for bids with a \$2000/month cap on a 36-month lease. R. Stout seconded the motion, the motion carried unanimously.

X. **Legislation Update and Fee Rulemaking**: M. Alderson reported that Representative Campbell had just introduced HB 1975, which would exempt the DMRA from the requirements of the Uniform Administrative Procedures Act with respect to setting fees. Apparently, there is some hesitation with respect to the proposal to authorize a civil penalty for DMRA.

In addition to seeking the legislative exemption regarding fees, M. Alderson presented a proposed rule that would change the current fee structure based on recommendations made by S. Lindsey. J. Jordan moved to begin the rulemaking hearing process as proposed; G. Lynch seconded the motion; the motion carried unanimously. The Rulemaking Hearing will be held at 1:00 p.m. on April 5, 2022, at the Doe Mountain Adventure Center.

XI. **Proposed Easement and Quick Claim Deed to Richardson Property**: In order to settle property ownership issues and assure DMRA access to certain properties

adjoining Highway 67, S. Lindsey recommend execution of a Quit Claim Deed to the Richardson family, with the exception of a 40 foot wide easement along the highway. The proposal would need to be approved by the State Building Commission. T. Sain moved that DMRA proceed with the proposal; F. Arnold seconded the motion; the motion carried unanimously

XII. **Executive Director updates**: S. Lindsey sent updates on the following matters via e-mail prior to the meeting; the updates are filed with the minutes.

1. Trail Expansion
2. Trail Maintenance
3. Communications update
4. Operation Outpost
5. Town Connection
6. Insurance
7. Programs and Events
8. Committees
9. Patrol Rangers Program

XIII. **Next Meeting**: The next DMRA Board meeting will be held on April 5, 2022, at the Doe Mountain Adventure Center following the 1:00 p.m. Rulemaking hearing.

XIV. There being no other business, G. Lynch moved to adjourn the meeting; K. Herman seconded the motion; and Chairman Taylor adjourned the meeting at 2:40 p.m.

Respectively submitted,

Mona B. Alderson
Secretary, DMRA

The mission of the Doe Mountain Recreation Authority is to transform Doe Mountain into a safe, fun, family-oriented, multi-use outdoor recreational destination that promotes local economic development while conserving and protecting its beauty, woods, water and wildlife.