

**CLATSKANIE PARK & RECREATION DISTRICT**

**REGULAR MEETING MINUTES**

**February 7, 2019**

The regular meeting of the Clatskanie Park & Recreation District was called to order by Bruce Holsey, Board Chair at 6:06pm, on Thursday, February 7, 2019 at the Port of St. Helens Offices (old middle school), Clatskanie, OR.

Board members in attendance were Roger Jolma, Krystle Gonzalez and Andrew Mustola.

Board members absent: **John Hazapis**

Becki Horness, pool manager - **Absent**

Eric Dufresne, park maintenance supervisor – **Present**

**VISITORS**

**Calvin Shulda & Betty Davis – Clatskanie Little League**

- **They would like to get permission to place permanent fence post holders in the main park field every 50ft for 320ft; these will be in place to set post in for the temporary fence that is needed to play little league games in the park.**

**Dave True will shoot the arc, so that the measurements are exact and Calvin has committed to assist with weed eating while the fence is up. They would like it left up throughout the season. The fence could be taken down if there was an event that required the entire park (including the baseball field).**

**Calvin will place stakes where the fence posts will be placed for a visual.**

- **Calvin will be taking down the old mound and building a new one.**
- **Games start the first week of April and end mid-June. Board requested that a schedule be given to Cyndi as soon as possible.**
- **They ask for permission to use the score booth for storage during the season. Board approved. The originally discussed demolition will be placed on hold until after baseball season (and possibly will wait until fall).**
- **Will the snack shack be available for use? Yes, contact Cyndi when/if ready.**
- **Little League has been given a batting cage and they were wondering if this might be something that the board would approve being hung and left up during the late spring, summer and early fall months. It would be available for use for softball, baseball and community members during this time.**  
**Roger suggested, with the agreement of the rest of the board, to look at the tennis courts as a possible option.**
- **The little league board approved a \$500 donation towards a new scoreboard.**
- **The board would like Cyndi to come up with an agreement to be signed by both the district and little league, outlining these items discussed, as well as any other items that could possibly create an issue later down the road, if something isn't working.**

**EXECUTIVE SESSION – ORS 192.660(2)(a) to consider employment of a public officer, employee, staff member or individual agent.**

**None**

**REGULAR BUSINESS:**

Approval of regular meeting minutes.

**None available for approval at tonight's meeting.**

Krystle made a motion and Roger seconded that the bills be paid.

**Andrew – yes, Roger – yes, Bruce – yes, John – absent, Krystle – yes**

**REPORTS/OLD BUSINESS:**

- **Pool – Becki** (absent)

### **General Pool Operations Report**

***Both Eric (and Becki) feels that at this time, they will replace the sensors on the current chlorine system and see if that improves the level regulation. If that does not fix the issue, they will get prices on replacement chlorine systems.***

***Calvin Shulda, with the City of Clatskanie, provided video and pictures of the leaks under the pool. The board asked that Eric get in touch with Dave True immediately to find out if the City is able and/or willing to fix these leaks? If the City is unable or unwilling to fix the leaks, the board has asked that Eric contact Anderson Pool Works immediately to see about a quote and timeline for repairs. Eric also stated that the square intakes are supposed to be replaced every 5 years and it has been a more than that since it was last done, so he would have that that built into the quote as well.***

***Gary with Anderson Pool Works recommended a mesh cover that completely covers the pool with anchors set into the concrete every 3 feet about 18 feet from the pool edge. The anchors are set into the pool deck so they do not pose a hazard during the season. It is very taut, making the removal of leaves and debris easy to do. SDAO suggested hanging 'No Trespassing' and 'Pool Closed for the Season' signs around the perimeter of the pool on the fence and be sure that the fence is locked at all times, when not in operation.***

***The slide is currently grandfathered in, so to speak, because at the time of purchase and installation it met all of the safety regulations. It does not meet current safety regulations, but we can continue to use it as long as it is safe to use.***

### **Flag Pole Replacement**

Eric will get a flagpole ordered.

### **Time for Lifeguard Ads to be placed**

Ads will be posted on the district Facebook page and website the week of February 11<sup>th</sup> and will be published in The Clatskanie Chief on Friday, February 15<sup>th</sup> through March 1<sup>st</sup>, with a deadline for return of March 8<sup>th</sup>.

- **Park – Eric**

### **Electrical Updates as suggested by PUD in the park and pool building**

Cyndi will send the signed letter of acceptance to Wired Up Electric and ask that Josh give Eric a call when he is ready to start; however, we will ask for a project completion date no later May 15<sup>th</sup>.

### **Baseball score booth/storage building**

At this time, as baseball season is very near and little league has asked to use the current building for storage during their season, the demolition and rebuild of the score booth will be put on hold.

Eric and Cyndi will work on finding an engineer to draw up some plans for a new score booth. Then the district can decide if that is the direction they want to go, of course with the City's assistance.

### **Park Host Candidate**

Eric knows a gentleman who would be interested in the park host position; he has a strong military background and has been a cemetery sexton for several years.

Eric and the board feel that with all of the vandalism we have been experiencing in the park in the last 12 +months, having a regular presence in the park could help deter some of the issues.

However, bringing back camping in the park, is not being discussed at this time, but would be considered at a later date if the park host position works out.

***Eric spoke to Mike recently; he received the paperwork and is very interested in the position. He is retiring in April and is doing some planning to be sure that he can sustain the park host position financially. The board will table this conversation until Mike contacts Cyndi or Eric.***

**Park Outbuilding Roof Bids**

Eric is meeting with Rohl Roofing on Friday, February 8<sup>th</sup>. Cyndi will contact Mr. Hinkelman with the costs to replace the roofs and see what the City is willing to provide financially for this project.

**Replacement of Park Entrance signs, Seaman (the dog) and F. Somes Field Sign**

- 2 Park Entrance Signs – 6x6 posts (no paint)
- Frank Somes Field (for the softball field)
- Pete Hazapis Field sign will get freshened up; sign has been picked up.

This project will be ongoing, with a planned completion date in late Spring.

**Update Security System/Cameras (Skate Park & 5<sup>th</sup> Street Shop)**

Skate Park security system has been installed. Fiber optics through Cascade Networks has been installed and is working. The live feed has not been set up yet, but will be very soon.

Pool building security cameras have been installed along with the new fiber optics from Cascade Networks that will allow the live feed option at the skate park that the City has requested.

Cyndi will get in touch Darrel and see about a possible joint training session with City with regards to the live feed option for the skate park and the pool/gazebo area.

The restroom and log cabin security system should be completed within the month.

**Discuss/Approve Part-time Park Maintenance ad**

Krystle suggested adding “.....and be able to pass a background check.”

Cyndi will run this immediately, with the hopes to have some resumes for Eric and the board to look at, at the February meeting.

**Post & Cable Fencing to be replaced by large boulders in the Park**

***The board has approved this project; we are just waiting for the Mr. Hinkelman’s approval from the City of Clatskanie.***

***Monthly Safety Inspections***

The Board requested that Eric (and Becki when the pool is in operation) keep a binder of the required monthly safety inspections being completed during a safety committee meeting and the binder be available to the board for review at the monthly board meetings. ***If a safety issue is determined, it must be placed on the inspection form and then once the safety has been corrected, that must also be logged on the inspection form.***

***To be left in the minutes as a reminder.***

• **Park – Board**

**2019 SDAO Conference**

Conference was full; no one from the park district was able to attend.

**HR Policies for the Pool and Park**

All information has been sent to Mr. Richard Stellner.  
Cyndi will reach out to Richard about some dates for a board policy workshop.  
**Nothing new to report as of tonight's meeting.**

**Skate Park Update:**

Construction has started. It will take several weeks for this project to be completed.

**Service Agreement with the City of Clatskanie**

Cyndi will email the updated agreement to Mr. Hinkelman's for his approval/signature.

**Digital Services Contract – Della Graham (Website/Webpage/Facebook Page)**

Each month the managers, board of directors and Cyndi will determine what, if anything needs to be given to Della for further advertising.

**February:**

**Pool – Lifeguard ads**

**Park – Skate Park progress pictures**

**Spray Park at Cope Park**

The board revisited the conversation about adding a spray park to Cope Park. Bruce will contact the City of St. Helens and see what information they can provide on theirs. The board discussed just having a pad with jets in the ground, very simple, but fun for the kids that are too old for the baby pool and too young for the swimming pool by themselves.  
***Bruce is to gather information on the spray park in St. Helens and bring back to the board for further discussion; nothing new to discuss at the time of tonight's meeting.***

**Park Snack Shack**

The new door has arrived and will be installed as time and weather allow.  
Eric is looking at wood slabs for a new counter top.  
Cabinets have been hung, new electrical outlets have been added and the painting is just about complete.

**Possible installation of a bike repair stand/station**

The board likes this idea, but would like to get more information before making a decision.  
Cyndi will contact Cycle Columbia County and see if they are willing to send a representative to a park meeting to answer any questions the board might have.  
***They have not been contacted as of tonight's meeting.***

**Movies in the Park – 2019**

***Movie in the Park Dates – 2019***  
***Saturday, June 29<sup>th</sup> (Car Show) – Back to the Future***  
***Saturday, July 13<sup>th</sup> – Incredibles 2***  
***Friday, August 2<sup>nd</sup> (Clatskanie Festival) – Christopher Robin***  
***Saturday, August 17<sup>th</sup> – A Lego Movie, The Second Park***  
***Saturday, September 7<sup>th</sup> – Bumblebee***

**NEW BUSINESS/UPDATES:**     ***See Also Pool, Park and Board Business***

**Board members up for election May 21, 2019**

John, Roger and Krystle's terms are up and must submit the required paperwork to get on the May 21 ballot, if they are interested in running again. Cyndi will send them the forms to fill out; they must be turned in to the County Elections office by March 21<sup>st</sup>.

**Revisit Scoreboards in the park (baseball and softball)**

Cyndi will get updated quotes for new softball and baseball scoreboards to bring to the next meeting.

**Annual CES Auction Donation Request**

Board approved swim bags, towels, goggles, swim passes and lessons.

**BOARD REPORTS:**

Public Relations –

Grants –

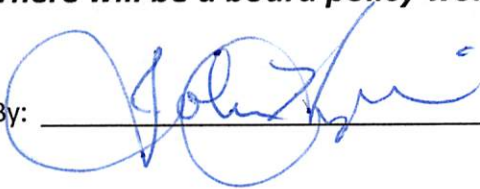
Maintenance – Roger

Personnel – Bruce

Meeting adjourned at 7:45pm

***The next regularly scheduled meeting will be held on Thursday, March 7, 2019 at 6:30pm  
There will be a board policy workshop 5:30-6:30pm (dinner will be provided).***

Approved By: \_\_\_\_\_



Date: \_\_\_\_\_

3/7/19

***District Mission Statement***

***'To plan, develop and maintain recreational facilities, as well as, support programs for the benefit of our community.'***