

CLATSKANIE PARK & RECREATION DISTRICT

REGULAR MEETING MINUTES November 17, 2022

The regular meeting of the Clatskanie Park & Recreation District was called to order by Roger Jolma, Vice Board Chair, at 6:02pm, on Thursday, November 17, 2022, at the Port of Columbia County Offices (old middle school), Clatskanie, OR.

Board members in attendance: Brian Guinther (Hunter, his son), Glenn Raschke, Roger Jolma and Dave True (arrived late).

Board members absent: Andrew Mustola

Virtual Attendees: None

Interim Pool manager – **Present**

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

Cyndi Warren, District Bookkeeper & Operations Manager - **Present**

VISITORS

Karen Marx was scheduled to attend to discuss a possible pickle ball court in the park but did not show up.

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

None

REGULAR BUSINESS:

No minutes presented for approval at this meeting.

Director Guinther made a motion and Director Jolma seconded that the bills be paid; all in favor in attendance.

Andrew – absent, Roger – yes, Brian – yes, Glenn – yes

REPORTS/OLD BUSINESS:

• **Pool – Cyndi**

General Pool Operations & Recreation Report

- The search for a pool manager is ongoing.
- Eric and Cyndi will be working with Rick Richmond to get a quote to replace the 3-man doors at the pool building; possibly steel, a material that can withstand the pool chemical storage rooms.

• **Park – Eric**

Kiwanis Kiddie Park Fall Protection Project

This project has been completed; there has been some discussion about asking the City for possible reimbursement of this project, at least partially as it was done due to safety and not standard maintenance and was more than \$5,000.

Director True stated that he has put the Service Agreement discussion along with regular maintenance vs capital projects on the January 2023 City Council's agenda. Director True will be sworn in as a new council member.

We are still waiting for Clearview to grind the stumps on 5th Street; once this has been completed, the Dogwoods will be purchased and planted.

Softball Scoreboard Project

The electrical has been completed, we are just waiting for the PUD to hook it up.

City of Clatskanie Service Agreement

The park district was formed in 1968, which voided the Clatskanie Area Recreation Endeavor, which was created to operate the swimming pool. When the park district was created, the CARE agreement was voided and the property the pool sits on as well as the pool were deeded back to the City of Clatskanie. The park district was created to operate the swimming pool using a tax base from property owners.

In 1980 (and again in 1983) a 20 year 'lease' was put in place with the park district and City for the maintenance of the rest of the park property, which remained in place until the current service agreement, signed in June 2019, that we are operating under.

The collective agreement among the park district board is that the City of Clatskanie should have a line item in their annual budget for capital maintenance projects in the park based on the current service agreement. This will be on the City council's January 2023 agenda for discussion.

Monthly Safety Inspections

The Board requested that Eric (and the Pool Manager 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.***

Digital Support Services Requests

Website Update – Director Raschke continues to manage the website and is now working on a year-end newsletter to keep the community up to date with the goings on at the park and pool. Glenn plans to do the newsletter quarterly in 2023.

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

Update Bank Signature Cards

Cyndi will be working with Umpqua Bank and Wauna CU to get the signature cards updated.

DISTRICT MANAGER'S REPORT:

Flag Salute before Board Meetings

Board not interested.

Score Booth Demo

Kynsi Construction has provided a quote to demo and remove the score booth for \$2,088; this project will be taken before the City Council as it is a safety issue, not regular maintenance.

Black Top in Front of Main Snack Shack

Director True made a motion and Director Guinther seconded that the District accept Kynsi Construction's quote for this project (20x30 asphalt approach) for \$2,488; all in favor who is present.

Andrew – absent, Roger – yes, Brian – yes, Glenn – yes

BOARD REPORTS:

Director True – No

Director Jolma – Asked Eric about the City redoing the bank over by the skate park.

Director Raschke – Suggested no December meeting due to the holidays. Director Guinther made a motion and Director Raschke seconded that there be no December meeting; all in favor of those in attendance.

Andrew – absent, Roger – yes, Brian – yes, Glenn – yes

Director Guinther – Nothing

Meeting adjourned at 6:49pm.

The next regularly scheduled meeting will be held on Thursday, January 19, 2023, at 6:00pm

Approved By: _____ Date: _____

District Mission Statement

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

