

CLATSKANIE PARK & RECREATION DISTRICT

REGULAR MEETING MINUTES

November 1, 2018

The regular meeting of the Clatskanie Park & Recreation District was called to order by Bruce Holsey, Board Chair at 6:06pm, on Thursday, November 1, 2018 at the Port of St. Helens Offices (old middle school), Clatskanie, OR. Board members in attendance were Roger Jolma, John Hazapis and newly sworn in Krystle Gonzalez.

Board members absent: ***Andrew Mustola***

Becki Horness, pool manager - ***Absent***

Cyndi Warren, Park Operations - ***Present***

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

VISITORS

NONE

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

NONE

REGULAR BUSINESS:

October's regular meeting minutes were presented to the board for approval; John made a motion and Roger seconded that the minutes be approved as presented.

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

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

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

REPORTS/OLD BUSINESS:

- **Pool – Becki**

General Pool Operations Report

Becki would like to explore the option of a mesh winter cover for the pool that would help keep the leaves out of the pool during the winter months. The leaves destroy the pool surface if they are not fished out immediately, and that is just not possible in the fall and winter months. The board asked Becki to get some ideas and costs and bring to the next meeting for discussion.

As Becki was absent, there is no new information regarding this project.

Becki wanted it mentioned that the pool seems to have a leak, possibly in the return line. After some discussion it was determined that the area under the pool where the leak may be is most likely a 'confined space' situation and a professional pool company with the credentials and/or permits for dealing with 'confined space' situations would be the best option for this project. This will need to be dealt with as soon as possible, so that any issues, major or minor can be dealt with before the next pool season.

Eric has completed his CPO training for the pool; his certification is good for 5 years.

- **Park – Eric**

Park Outbuilding Roof Bids

JP&S Contracting bid arrived for the 3 covered picnic shelters and the main park restroom.

The current bid is a little vague and the board would like it to be rebid without plywood on the open covered picnic shelters and because 3 of the bids are over \$5,000 the district will need to get 2 other quotes/bids before making a decision.

Bruce will contact Jake with JP&S to rebid and Cyndi and Eric will work on getting the other contractors out to bid.

The board suggested contacting Rohl Roofing and Scott, another roofer working on a project locally.

There was nothing new to report at the time of tonight's meeting.

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

- Seaman, the dog statue:
Robert can carve a new statue for the park district.
- 2 Park Entrance Signs
- Frank Somes Field (for the softball field)
- Pete Hazapis Field sign will get freshen up.

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

Update Security System/Cameras (Skate Park & 5th Street Shop)

Skate Park security system has been installed. We are still waiting to find an internet provider that can provide hard wire cable internet for the live feed request from the City. Our current internet is wireless and it will not work in this area; too many trees.

The pool building will be next, as long as the electrical walkthrough doesn't come back with any major deficiencies in the pool building.

Cyndi has requested a quote for the park host/log cabin area.

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**

HR Policies for the Pool and Park

Cyndi will email all of the information in the current (antiquated) board policy file to Richard Stellner for his review and suggestions.

Skate Park Update:

Nothing new to report on a projected date for ramp installation.

Service Agreement with the City of Clatskanie

Mr. Hinkelman's response to the service agreement draft:

- Remove comments regarding the skate park and the recycle bins.

Bruce will get clarification on the recycle bin issue.

After some discussion it was decided that the District does not want to change the verbiage at this time as there has been no change to the skate park, but would be willing to add an addendum to the service agreement with regards to the skate park once the new one has been completed and the specific maintenance plan has been lined out between the City and the park District.

Cyndi will contact Mr. Hinkelman and to set up a meeting; Bruce has asked that Cyndi attend as well.

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.

The board had no requests for Della at this time.

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. ***The board continued this discussion, with the plan for Bruce to gather information on the spray park in St. Helens and bring back to the board for further discussion.***

Park Snack Shack

The roll up door has been installed.

As the contractor, JP & S (Jacob Pinard), has not gotten back to us with a price on a new water tight door, Eric will check with Clatskanie Builders on the cost.

The new sink and upper cabinets will be installed this winter as time allows.

Eric, Cyndi and Kevin will work on getting things moved out so that the walls can be washed and painted.

Eric will look for some water resistance paint for the concrete walls.

Electrical Violations in Park from PUD

Eric to contact Cando, Rawhide and Vilardi and see if they will come and do a walkthrough in the park and the pool building and give the district a bid to fix any code violations and update all outlets in the park, paying special attention to the area by the baseball field where the stage for Heritage Days and other community events will need power.

As of tonight's meeting, Eric had only heard back from Rawhide and they stated that they were super busy, but would get in touch when they had time.

The board suggested contacting Integrity Electric and Bogh Electric, as well.

Tennis Courts & Fence

Cyndi met with Mark Kynsi (Kynsi Construction) to discuss what it would take to fix the tennis courts; Mark had a couple of ideas and will submit those as his time allows, as he is super busy right now. He did state that no matter what is decided the project will be costly.

During this meeting, we also discussed removing the current posts and cable fencing that is currently around the perimeter of the park with large boulders. Mark will also be submitting a quote for this project.

Movies in the Park – 2019

Cyndi provided the board a list of retro movies and new releases that will be available next summer; the board will look them over and bring their suggestions to the December meeting. (See dates below)

Movie in the Park Dates – 2019
Saturday, June 29th (Car Show) – Back to the Future
Saturday, July 13th or 20th – Incredibles 2
Friday, August 2nd (Clatskanie Festival) – Christopher Robin
Saturday, August 17th - _____
Saturday, September 7th – Goonies (as one possible option)

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

Position #1 Board Member Replacement

Krystle Gonzalez was sworn in as Della's replacement until June 30, 2019. If Krystle wishes to remain on the board after this fiscal year, she can run for re-election in the May 2019 election.

BOARD REPORTS:

Public Relations –

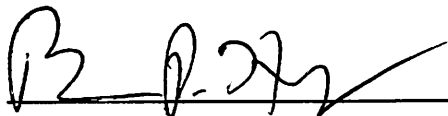
Grants –

Maintenance – Roger

Personnel – Bruce

Meeting adjourned at 7:30pm

The next regularly scheduled meeting will be held on Thursday, December 6, 2018.

Approved By:  Date: 12/6/18

District Mission Statement

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