

CLATSKANIE PARK & RECREATION DISTRICT

REGULAR MEETING MINUTES

October 20, 2022

The regular meeting of the Clatskanie Park & Recreation District was called to order by Roger Jolma, Vice Board Chair, at 6:03pm, on Thursday, October 20, 2022, at the Port of Columbia County Offices (old middle school), Clatskanie, OR.

Board members in attendance: Brian Guinther, 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

Jasmine Lillich – Clatskanie Farmer’s Market

Jasmine wanted to say thank you from the CFM board and the new executive director (Jasmine) for the use of Cope Park for the Farmer’s Market.

Little to no trash was left in the cans after each market day.

Moving to the street on wet and soggy days worked well and will likely be a future ‘Plan B’ when needed as long as the Library driveway/parking lot is not blocked. They will also plan to use the street for the Apple Cider Press day, as there is a lot of excess water being used.

The CFM is asking if the park can reconsider their watering schedule during market season; consider not watering after Thursday PM so things are dry for Saturday’s market day.

Director Guinther stated that it was a good summer with no rain since July 1st, but to keep in mind that it was an unusually dry summer.

Sandra Moilanen was scheduled to be the meeting but did not show up. She wanted to ask the board to address the Lewis & Clark kiosk and its deplorable condition and should be restored. The board stated that the kiosk is the County’s responsibility but did ask that Eric replace the plexiglass.

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

None

REGULAR BUSINESS:

Director Guinther made a motion and Director Raschke seconded that September’s meeting minutes, be approved as presented; all in favor in attendance.

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

Director Guinther made a motion and Director True 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 has begun. Ads are being placed.

- Joey with Anderson has completed the winterizing of the pool and stated that he was very happy with how the summer went with regards to very little issues with the new operating system.
- 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.
- Director True made a motion and Director Guinther seconded that the District purchase new summer pool blankets from Pure Water Aquatics for \$10,437.22; Cyndi will work the Energy Trust of Oregon for a possible \$6,000 credit on this purchase.

- **Park – Eric**

Kiwanis Kiddie Park Fall Protection Project

The sand has been removed and the bark chips are being placed.

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.

Skate Park Maintenance

It was a successful paint day and all the ramps have been painted.

City of Clatskanie Service Agreement

Dave True went to the City and looked through some of the old files regarding the park and City's agreements over the years.

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.

Director True suggested that he email the City Manager and ask that the City cover the cost of the removal of the score booth that has been condemned and the broken power line to one of the large light poles in the park by the baseball field. All board members agreed. Director True stated that he would include the District Manager in the email when he sends it.

Director True stated that he has asked for this discussion to be added to the City's agenda for February 2023; the removal of the score booth will be placed on hold until the District knows where the City's lands with financial support for these major safety issues in the park.

Clatskanie Farmer's Market

See *Visitors*

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.

Facebook Update – The District Manager will continue to manage the Facebook page.

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

Possible Change in Park Maintenance Employee Schedule

Cyndi will be meeting with Eric to discuss a possible change in park maintenance schedule that would include Saturday's and Sunday's, especially in the summer months when there is 7 days a week of activity in the park.

DISTRICT MANAGER'S REPORT:

Nothing to report at this time.

BOARD REPORTS:

None

Meeting adjourned at 6:53pm.

The next regularly scheduled meeting will be held on Thursday, November 17, 2022, 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.'