CLATSKANIE PARK & RECREATION DISTRICT

REGULAR MEETING MINUTES
May 15, 2025

The regular meeting of the Clatskanie Park & Recreation District was called to order by Board Chair Mustola, Board Chair, at 6:00pm, on Thursday, May 15, 2025, (following the Budget Committee Meeting) at the Clatskanie Library, 11 Lillich St, Clatskanie, OR.

Roll Call of Board Members: Roger Jolma, Brian Guinther, Dave True, Glenn Raschke and Andrew Mustola.
Board member(s) absent: None.
Virtual Attendees: None
Pool manager – Jeannie Mustola - ***Present***
Cyndi Warren, District Bookkeeper & Manager – ***Present***
Park Maintenance Foreman, Bill Ulin - ***Present***

VISITORS

None

EXECUTIVE SESSION –

None

BOARD BUSINESS:

Glenn, Cyndi and Rayan (Centerlogic) are still working on getting the .gov email and Office 365 transferred over to Centerlogic to manage.

Directors Mustola, Guinther and Raschke (as well as District Manager, Cyndi Warren and Pool Manager, Jeannie Mustola) all attended the mandatory trainings on Public Meeting Laws and Ethics.
A policy on personal use of credit cards and rewards should be written.

REGULAR BUSINESS:

No minutes presented for approval at tonight's meeting.
Director Mustola made a motion and Director Jolma seconded that the bills be paid; Jolma – yes, Guinther – yes, Raschke – yes, Mustola – yes, True - yes.

REPORTS/OLD BUSINESS:

- **Pool –**

General Pool Operations & Recreation Report
Lifeguard training will be June 14-16

Director Jolma made a motion and Director Guinther seconded that the General Pool and Facility Rules be adopted; all in favor. Jolma – yes, Guinther – yes, Raschke – yes, Mustola – yes, True - yes.

It has been discovered that the pool overflows into the river at times of large capacity of swimmers. This will require further discussion with the original pool contractors (Anderson), the City Public Works and the park district. A meeting will be planned in the fall after the pool closes.

Pool manager's report provided.

APPROVED

- **Park – Cyndi & Bill**

Park Operations

Nothing to report at this time.

Monthly Safety Inspections

Bill stated that the monthly inspections are being done on the last Thursday of the month.
The maintenance of the tennis courts needs to be a priority; keeping the cracks cleaned up and keeping the surface free of moss and algae to prevent slip hazards.

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

Director Mustola made a motion, and Director Guinther seconded that Vilardi install new outlets on 3 poles in the park at $2845 for each pole: all in favor. Jolma – yes, Guinther – yes, Raschke – yes, Mustola – yes, True - yes.
The plan is to have this project completed before Heritage Days for the vendors, then on July 1st the City of Clatskanie will be billed for the cost of this work for reimbursement to the District.

DISTRICT MANAGER'S REPORT:

The 23-24 audit is stalled currently as the auditors have moved on to 24-25 audit work. They will give us new work date(s) to complete the 23-24 audit soon.

I have reached out to Andrew Niemi, engineer, again regarding Norgren's drawing of the picnic structure in the Kiwanis Kiddie Park, as I have not heard back from him.

No IT updates as of tonight's meeting.

BOARD REPORTS:

Director Jolma – Nothing.
Director Raschke – Nothing
Director Mustola – Nothing
Director Guinther – Nothing.
Director True – Nothing.

The meeting was adjourned at 6:51pm.

The next regularly scheduled meeting will be held on Thursday, June 19, 2025, immediately following the Budget Hearing starting 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.'

APPROVED