

# CLATSKANIE PARK & RECREATION DISTRICT

## REGULAR MEETING MINUTES

February 16, 2023

The regular meeting of the Clatskanie Park & Recreation District was called to order by Andrew Mustola, Board Chair, at 5:59pm, on Thursday, February 16, 2023, at the Clatskanie Library, 11 Lillich St, Clatskanie, OR.

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

Board members absent: None

Virtual Attendees: None

Interim Pool manager – **Present**

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

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

### VISITORS

Donna Vocana & Courtney Moeller – to discuss skimming the softball field in the park.

The board approved the softball association to remove the sod (Eric will use the sod around the park) and bring in good and clean fill dirt. This will make the field useable for games, not just practices, for multiple age levels.

The District Manager will provide a written agreement, much like the one the District has with Little League.

Karen Marx – to discuss use of the current pickle ball court and the possibility of converting the current irreparable tennis courts into a pickle ball/multisport court.

Eric stated that the District has a net, although he is not entirely sure the shape it is in. He will dig it out and look.

Eric will check into updating the current pickle ball lines on the basketball court when the weather allows.

Karen would like to check into some possible grants to convert the old tennis courts. It was stated that the City would have to give their approval as this is their property.

Eric will look into placing a lockable box between the tennis courts and basketball courts that would house the net, paddle and balls; allowing for a key to be checked out for use by the community.

Jasmine Lillich – here is an interested community member.

Jasmine mentioned that the current basketball court could use a good cleaning with vinegar and pressure wash. Eric stated that is on the list of things to be done as the weather allows.

Jasmine mentioned the NRCS and Hannah are a great resource for riparian planting (reinforcing the banks along the river) and pollenating planting.

Director Raschke asked if they have done assessments of the riverbank previously? Jasmine was unsure of this.

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

None

### REGULAR BUSINESS:

Director Raschke made a motion to accept January's meeting minutes as presented (no December meeting) and Director Mustola seconded; all in favor of those present.

Director Mustola made a motion and Director Guinther seconded that the bills be paid; all in favor of those present.

**Pool – Cyndi**

**General Pool Operations & Recreation Report**

- The search for a pool manager in ongoing.
- The District received an estimate from Rick Richmond Construction in the amount of \$16,336 to replace all 7 outer doors at the pool building. The has requested an updated quote for just 3 doors; the two (2) chemical room doors and the mechanical room door that opens to the outside (park side).
- Movie in the Park – Board approved the showing of 3 movies again this summer if pool staffing is adequate for this project. Cyndi will bring suggested movies to the February or March meeting for discussion. **Nothing new to report as of tonight’s meeting.**
- Cyndi will be working on getting 3 quotes from plumbers for the locker room/restroom plumbing updates.

**Park – Eric**

**Kiwanis Kiddie Park Fall Protection Project**

This project has been completed and the City has approved a reimbursement amount of \$7,500.

Clearview is scheduled to grind the stumps along 5<sup>th</sup> on Friday, March 3<sup>rd</sup>. Eric will close this park while the work is being done for safety reasons.

Cyndi is working with the Kiwanis to possibly add another play structure and possible a picnic structure or two. This is just in the very preliminary stages of discussion.

**City of Clatskanie – Council Meetings**

Cyndi attended the February 1<sup>st</sup> council meeting, however no report was asked for or given. Mr. Hinkelman stated after the meeting that I could send him any discussion items with regards to the park the week prior to the council meetings and he would determine what would come before the council.

He also stated that he is going to be adding a line item and funding into the 23/24 budget, but that I and the park should not plan to use it like an open checkbook.

**Park Operations**

Eric and his crew have been dealing with a lot of issues in the park with a small group of teenage boys. This particular group have been menacing the park and pool for more than year now.

They have started to harass local walkers in the park as well as their pets. All of this needs to be reported at the time(s) they happen. Please encourage the walkers who are having issues to call in to the non-emergency line.

About 5 of them were caught by law enforcement Tuesday evening after they flooded the men’s and women’s restrooms using several rolls of toilet paper and ripped off all of the paper towel holders. The board suggested getting the costs to replace all the damaged and destroyed items and sending an invoice to the City.

The tractor is out for servicing.

Having a park host year-round might help with the increasing issues of menacing and vandalism.

**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** – Nothing new to update at this time.

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

**Resolution 23-001 – Receipt of Unanticipated Funds from Grant(s) and Donation(s)**

Director Mustola made a motion and Director Guinther seconded that Resolution 23-001 be adopted as presented; all in favor of those present.

**Little League Agreement for Park Baseball field use**

The board approved the updated field use agreement. The agreement will be mailed to Little League.

**DISTRICT MANAGER’S REPORT:**

**Up for Re-Election**

Director Raschke and Director Guinther are also up for re-election.

There is a thank you card being passed around for the recent donation for pool operations.

**BOARD REPORTS:**

Director True – No  
Director Jolma – No

Director Raschke – Has recently met with the Garden Club and Mr. Byrne (High school science teacher) and both are on board to work with the District on creating a couple of pollinator friendly areas in the park.

Director Mustola – attended the SDAO conference on Saturday and he learned a lot from the sessions he attended (understanding financial reports and Paid Leave Oregon)

Director Guinther – would like permission to pursue replacing the current district tractor before it completely loses its trade in value. It currently has about 1900 hours and is worth about \$4,000 as a trade in with Pape’. It was stated that he would need to get 3 quotes since the cost is over \$10,000. He and Eric will work together on this project and bring more information to next month’s meeting. Director True suggested the District purchase this tractor on a 3-year lease/loan.

Meeting adjourned at 7:30pm.

***The next regularly scheduled meeting will be held on Thursday, March 16, 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.'***

APPROVED