

CLATSKANIE PARK & RECREATION DISTRICT

REGULAR MEETING MINUTES

February 20, 2025

The regular meeting of the Clatskanie Park & Recreation District was called to order by Director Guinther, Vice Board Chair, at 6:02pm, on Thursday, February 20, 2025, at the Clatskanie Library, 11 Lillich St, Clatskanie, OR.

Roll Call of Board Members: Roger Jolma, Brian Guinther, Glenn Raschke and Dave True.

Board member(s) absent: Andrew Mustola

Virtual Attendees: None

Pool manager – **Absent**

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

Park Maintenance Foreman, Bill Ulin – **Present**

VISITORS

None

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

None

BOARD BUSINESS:

Director Jolma stated that he attended the Board Member 101 training at the SDAO conference, and he highly recommends it.

Cyndi would like to explore allowing Centerlogic to take over managing the email and Microsoft 365 account for the District; this will enable them to provide better support for all staff and board members when needed. This is something they do for the fire district and other entities in town. This would include the camera system with the medical resignation of Darrel Olsen.

The grant for the multi-sport court in the park (to include pickleball courts) has been delayed due to new FEMA guidelines.

Director Guinther's election has been sent in. Director's Mustola and Raschke have yet to send in their paperwork, but plan to.

REGULAR BUSINESS:

Director True made a motion to approve the January meeting minutes as presented and Director Raschke seconded; Jolma – yes, Guinther – yes, Raschke – yes, Mustola – absent, True - yes.

Director Jolma made a motion and Director Raschke seconded that the bills be paid; Jolma – yes, Guinther – yes, Raschke – yes, Mustola – absent, True - yes.

REPORTS/OLD BUSINESS:

• **Pool – Cyndi and a written report by Jeannie, the new pool manager.**

General Pool Operations & Recreation Report

- Updated quotes for girl's locker room plumbing project:
 - a. NW Plumbing Services - \$51,410
 - b. Sessions Plumbing - \$34,812
 - c. Terry's Plumbing – did not respond.

Director Raschke made a motion, and Director Jolma seconded that Sessions Plumbing be awarded the project and required downpayment be submitted from the LOC.

Jolma – yes, Guinther – yes, Raschke – yes, Mustola – absent, True - yes.

- Jeannie, the new pool manager, has completed her CPO certification with 98%.
- Jeannie will be taking the Lifeguard certification class in late March.
- Jeffrey State will be here June 14-16 to certify the new lifeguards this season.
- We are planning for a soft opening (open swims only) the week of June 16th after Lifeguard certification.
- Full schedule, including lessons, will be the week of June 23rd.
- Mandatory Employee handbook training will be on Friday, June 20th.
- A service call has been placed with Anderson for the chemical feeder system and to provide training for Jeannie and Bill. The cost to replace the sensors for the chemical feeder system is \$2889.77.
- Director True made a motion and Director Raschke seconded that the District purchase a new pool vacuum in the amount of \$6737.18; Jolma – yes, Guinther – yes, Raschke – yes, Mustola – absent, True - yes.

• **Park – Cyndi & Bill**

Park Operations

Urinals in Men’s Restrooms

Director True made a motion and Director Raschke seconded that the District hire Sessions Plumbing to replace the urinals in the men’s restroom. The remaining funds from the City will be used to offset this cost to the District.

Jolma – yes, Guinther – yes, Raschke – yes, Mustola – absent, True - yes.

Bill reported that all spaces in the park with playground chips will need to be refortified before summer. Spenser’s

Bill is waiting on a quote from Clearview Tree Service on the removal of the rotting climbing poles.

The heater in the park restrooms has died, it was 50+ years old.

Bill received 3 quotes to replace:

Renaud Electric - \$7620.34

Denali - \$5590.00

Carlson’s - \$12607.00

The Denali quote did not include permits. Bill will reach out to get the cost on permits from Denali and to let them know this is not a prevailing wage job.

The board will approve at the March board meeting once the cost of permit(s) has been provided by Denali.

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

See Park Operations.

DISTRICT MANAGER’S REPORT:

The 23-24 audit is still being worked on.

Director True suggested sending the picnic structure drawings to Andrew Niemi, civil engineer, for his stamp. As the Veteran's memorial is on park property, they will accept ownership of it and will insure it, however it would be the responsibility of the Veteran's to clean, maintain flowers and any engraving/addition of names and they will let the park district know when they have events and plan to be on the property. Cyndi will email the attorney with this updated information.

BOARD REPORTS:

Director Jolma – Duck killed in the park.

Director Raschke – Nothing

Director Mustola – Absent

Director Guinther – will ask VFW leadership to attend next month's meeting to further discuss the war memorial.

Director True - Nothing

The meeting was adjourned at 7:00pm.

The next regularly scheduled meeting will be held on Thursday, March 27th 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.'