

CLATSKANIE PARK & RECREATION DISTRICT

REGULAR MEETING MINUTES

June 15, 2023

The regular meeting of the Clatskanie Park & Recreation District was called to order by Roger Jolma, Vice Board Chair, at 6:20pm (immediately following the budget hearing), on Thursday, June 15, 2023, at the Clatskanie Library, 11 Lillich St, Clatskanie, OR.

Board members in attendance: Glenn Raschke, Roger Jolma, and Dave True.

Board members absent: Andrew Mustola & Brian Guinther

Virtual Attendees: None

Interim Pool manager – **Present**

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

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

VISITORS

Casey Twining – Incoming July 2023 Board Member

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

None

REGULAR BUSINESS:

Director Jolma made a motion and Director Raschke seconded that April and May's meeting minutes be approved as presented; all in favor of those present.

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

REPORTS/OLD BUSINESS:

• Pool – Cyndi

General Pool Operations & Recreation Report

- The search for a pool manager is ongoing.
- New pool doors – Eric will contact Mr. Richmond on the status of the doors.
- Locker room(s) Restroom & Plumbing update – We have a quote from NW Plumbing Services in the amount of \$32,000 plus cost of permit and we are still waiting for a quote from Terry's Plumbing out of Astoria.
- The changing stalls/dressing rooms have been completed in the boys' locker room and they look great.
- Lifeguard training will be completed this weekend; we have 6 getting recertified on Friday and 5 taking the complete lifeguarding class on Saturday, Sunday and Monday. If all are able to complete the class that will give us 20 lifeguards, which should be enough to fully operate this summer.

- **Park – Eric**

Park Operations

We will be working on an MOU with Clatskanie Library and possible compensation for this work over the coming months. There should also be something in writing regarding the Raymond Carver Memorial in Cope Park, as it has recently been verified that it actually sits on park district property rather than the previously thought library district property.

Nothing new to report on this project at this time.

The maintenance truck is going to need a new engine. The rest of the truck is in great shape. Eric has asked Jim’s garage for a quote on a new crate engine and a remanned motor; the work would likely be scheduled over the winter months. Update: We received a quote from Jim’s Garage for \$9,715 to replace the engine, which is more than the truck is worth. It is recommended to just run the truck and continue with regular servicing, until it no longer runs.

Cope Park – War Memorial

The board has requested that an MOU be drawn up for this project with liability insurance being a major concern. Technically, once this memorial is put in place it belongs to the park district, however, all maintenance and responsibility should belong to the VFW.

Nothing new to report on this project at this time.

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.**

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

Resolution 23-005 – Authorizing Transfer of Appropriations within Funds

Director Raschke made a motion to approve Resolution 23-005 and Director Jolma seconded that funds be moved from contingency and capital outlay to materials and services to cover expenses incurred for repairs and maintenance in the park in this fiscal year that will be reimbursed by the City of Clatskanie in the next fiscal year; all in favor of those present.

Notice of Election Canvass for May 16, 2023

Director Raschke made a motion and Director Jolma made a motion that the District accept the Notice of Election Canvass for Position 1 (Guinther), Position 2 (Twining), Position 3 (Jolma) and Position 5 (Raschke); all in favor of those present.

DISTRICT MANAGER’S REPORT:

District’s Mission Statement

This project was to be revisited this spring, so copies of the current mission statement along with one possible option were provided for the board’s review and discussion. **No new discussion on this matter.**

An invoice in the amount of \$4,587.84 for the electrical work and score booth demo has been submitted to the City of Clatskanie for reimbursement; the check will likely not be cut until July 1st.

Our recently hired park maintenance person has expressed an interest in also being the park host. Director Raschke stated that his RV is older, but clean. (they are currently neighbors)
Eric and Cyndi will work out the details with him and get the necessary paperwork filled out.

BOARD REPORTS:

Director True – Thank you for allowing me to serve with you.

Director Jolma – Asked about the recent vandalism in the park restrooms. It would seem we need a better understanding of regular maintenance in the park vs owner’s responsibility (City of Clatskanie).

Director Raschke – With the addition of a new park host, hopefully this will help with vandalism.

Director Mustola – Absent

Director Guinther - Absent

The meeting was adjourned at 7:06pm.

The next regularly scheduled meeting will be held on Thursday, July 20, 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.’