

CLATSKANIE PARK & RECREATION DISTRICT

REGULAR MEETING MINUTES

March 19, 2026

The regular meeting of the Clatskanie Park & Recreation District was called to order by Board Chair Andrew Mustola, at 6:00pm, on Thursday, March 19, 2026, at the Clatskanie Library, 11 Lillich St, Clatskanie OR.

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

Board member(s): None.

Virtual Attendees: None

Pool manager – Absent

Cyndi Warren, District & Financial Manager

VISITORS – PUBLIC COMMENT

None

EXECUTIVE SESSION –

None

BOARD BUSINESS:

Change to agenda – no February minutes available for approval at tonight’s meeting.

Director Mustola made a motion and Director Guinther seconded that the 23-24 Audit Deficiencies Plan of Action be approved and sent to the Oregon Secretary of State, Audits Division, as presented; all in favor of those present. Jolma – yes, Guinther – yes, Raschke – yes, Mustola – yes, True - yes.

The 26-27 Budget Calendar was presented to the Board for review and approved.

REGULAR BUSINESS:

Director Jolma made a motion and Director Guinther seconded that the bills be paid; all in favor of those present. Jolma – yes, Guinther – yes, Raschke – yes, Mustola – yes, True - yes.

REPORTS/OLD BUSINESS:

• Pool –

General Pool Operations & Recreation Report

See also Pool Manager’s Report

The District Manager will be looking into possible grants for the basketball court resurface balance (\$8824) and possibly the path around the inside of the Kiwanis Kiddie Park.

The roof project on the pool should be starting this month.

Per the Oregon State Fire Marshall, to allow our current stated maximum capacity of 90 people, the pool deck fence must have two emergency exits. The gates, one on each of the pool, must have panic hardware.

Jeannie will be reaching out to fence contractors to get quotes.

• **Park – Cyndi**

Park Operations

Nothing to report on Cope Park at this time.

The Kiwanis Club has agreed to pay the additional \$5k for the completion of the covered picnic structure in the Kiwanis Kiddie Park. They will write the check directly to the contractor.

There are 6 flush valves in the main park restrooms that need to be replaced.

Sessions - \$6750.00

Terry’s Plumbing - \$9459.00

We will use the \$25,000 from the City in the 26-27 budget to reimburse the District for this project.

Director Guinther made a motion and Director Raschke seconded that Sessions be contracted to replace the flush valves in the park restrooms; all in favor of those present. Jolma – yes, Guinther – yes, Raschke – yes, Mustola – yes, True - yes.

Monthly Safety Inspections

Monthly inspections are to be completed by the last Thursday of the month.

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

Director Mustola made a motion to adopt Resolution 26-003, Opting to Limit Liability for Certain Claims and Director Guinther seconded the motion; all in favor of those present. Jolma – yes, Guinther – yes, Raschke – yes, Mustola – yes, True - yes.

DISTRICT MANAGER’S REPORT:

The new handbook is still in progress; I hope to have a final draft for approval at the April or May meeting.

Cyndi will look into a hotspot with T-Mobile.

Cyndi wanted to give the Board a heads up that the Clatskanie Festival had requested the use of the swimming pool for their annual mass baptism event. They were told no to using the pool during an open swim but would be welcome to rent the pool for a private party or use the river as other churches have done.

We have received one park maintenance position application as of tonight’s meeting.

Glenn and I will be doing Jeannie’s evaluation as soon as it is ready.

Nothing new to report on the possible change in IT.

24-25 audit is in progress.

BOARD REPORTS:

Director Jolma – Nothing.

Director Raschke – Nothing.

Director Mustola – Nothing.

Director Guinther – No serious bites on the finish mower, but it is early in the ‘season’ for this kind of equipment.

Currently listed at \$1500, lower to \$1000 for now.

Director True – Nothing.

The meeting was adjourned at 6:39pm.

The next regularly scheduled meeting will be held on Thursday, April 16, 2026, 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.’