

CLATSKANIE PARK & RECREATION DISTRICT

REGULAR MEETING MINUTES

May 19, 2022

The regular meeting of the Clatskanie Park & Recreation District was called to order by Andrew Mustola, Board Chair, at 6:24pm, on Thursday, May 19, 2022 (immediately following budget committee meeting), at the Port of Columbia County Offices (old middle school), Clatskanie, OR.

Board members in attendance: Brian Guinther, Glenn Raschke, Roger Jolma, Andrew Mustola and Dave True.

Board members absent: None

Virtual Attendees: See below

Pool manager – **Absent**

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

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

VISITORS

Jasmine Lillich – Discuss beer garden(s) at the Clatskanie Farmer’s Market (CFM)

The first event will on June 25th, there will be a total of 3 beer gardens throughout the season.

Vendors must be OLCC licensed. The City and the Park District have requested a copy of the OLCC exemption certificate for their records.

Andrew made a motion and Brian seconded that the District allow CFM to have the beer garden(s) as requested; all in favor. **Andrew – yes, Roger – yes, Brian – yes, Glenn – yes**

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

None

REGULAR BUSINESS:

April’s meeting minutes were presented for approval. Andrew made a motion and Glenn seconded that the minutes be approved as presented; all in favor.

Andrew – yes, Roger – yes, Brian – yes, Glenn – yes

Andrew made a motion and Roger seconded that the bills be paid; all in favor in attendance.

Andrew – absent, Roger – yes, Brian – yes, Glenn – yes

REPORTS/OLD BUSINESS:

• **Pool – Cyndi**

General Pool Operations & Recreation Report

- Lifeguard Training has been scheduled for June 3-5.
- Cyndi is in discussions with Brooke Martin as a possible Assistant Pool Manager.
- Cyndi is continuing to work with known returning guards to get the pool prepped for operations.
- We are still dealing with the pool heater issues and getting the list of items for Anderson PoolWorks addressed.

- **Park – Eric**

SDIS Safety Walk-Through – Moderate Issues

Roger is going to reach out to CSS or Jammies about getting the sand sucked out, saving manpower and time. He will have them get in touch with Cyndi. **Nothing new to report as of tonight's meeting.**

Longview bark chips provide good fall protection.

All these projects are going to have to wait at least another month until the ground dries out a more.

Baseball Field Lighting Replacement

Baseball field lighting repair project still needs 2 more quotes. The District currently has one quote from Rawhide Electric in the amount of \$6,049.86. **No date has been scheduled yet due to the ground still being too soft.**

Softball Scoreboard Project

Brian Fawcett with the PUD has stated that the PUD will get power to the scoreboard at no charge to the District; he just asked that the District have their electrician contact him.

Cyndi has reached out to Bill with Vilardi Electric (a couple of times), and he stated that he would get in touch with Brian to get this project completed. **Nothing new to report currently.**

Trees & Stumps along 5th Street

Replacement trees will be discussed and chosen at the September or October meeting, as fall is the best time for planting.

We will work with Clearview on a date for grinding down the stumps before fall. **Update: the stump grinder has been in the shop for service, Ray will contact us when it is available again.**

Skate Park Maintenance

This project is scheduled for Saturday, May 21st at 9am. Volunteers welcomed. The skate park will be closed to the public on Saturday and possibly Sunday.

Cyndi will post on Facebook and Glenn will post on the website.

Boulder Perimeter Fence in Park

Roger made a motion and Andrew seconded that this project be completed (from the snack shack, in front of the restrooms and along the river to 5th St); all in favor. **Andrew – yes, Roger – yes, Brian – yes, Glenn – yes**

It was also decided that smaller boulders be placed around the gazebo, as the bigger rocks are overpowering the area.

Part-Time Seasonal Landscape Maintenance Ad

There was one applicant, Jonathan Moravec, who worked for us last summer.

City of Clatskanie Service Agreement

There was some discussion about asking the City to commit a dollar amount in their budget each year for preventative maintenance; once a new service agreement is ready for discussion, this can be added and/or negotiated.

At the Board's request, Cyndi reached out to the attorney that helped the District write up the current service agreement in place, and he suggested starting with an informal conversation with the City Manager about possible changes.

The Board asked that Cyndi draft up a proposed communication for their approval.

Nothing new to report on this project currently.

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 – The May 21st Skate Park maintenance workday will be published and posted with a request for volunteers, as well as to notify the public of the closure of the skate park while this is being done.

Facebook Update – Advertise the May 21st skate park paint party.

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

Picnic Shelter #2 – New roof Quotes

Roger made a motion and Brian seconded that John Norgren’s quote for \$8,300 be accepted to replace the current roof with a one-piece metal roof; all in favor.

Roger stated that the color must be dark grey, the rest of the board agreed.

The only other quote received was from Bradley McKay in the amount of \$9,800

Skate Park and Fence along the slough

We received a letter/request from Roy Brownlow regarding a possible fence along the slough to help prevent the skateboards when they get away from going into the slough.

Hargrove Fence was in the area on another project, so we asked them for a quote to fence along the slough behind the skate park, shop and field on 5th Street. The quote came back at \$10,925.

After some discussion it was determined that this is not an expense that park district can absorb but would be willing to put up a temporary fence along the slough by the skate park to help with keeping the skateboards out of the slough.

Skate Park Rental

We received a request to rent out the skate park for the day on September 3, 2022, by a Loren Mutch.

I responded to Mr. Mutch, asking that he provide more detail with regards to this rental request, and as of tonight’s meeting I have not received a response.

DISTRICT MANAGER’S REPORT:

None

BOARD REPORTS:

None

Meeting adjourned at 7:08pm.

The next regularly scheduled meeting will be held on Thursday, June 16, 2022, at 6:05pm (immediately following the budget hearing)

Approved By: _____ Date: _____

District Mission Statement

'To plan, develop and maintain recreational facilities, as well as support programs for the benefit of our community.'

BOARD APPROVED