

Tonasket Parks and Recreation Board

Wednesday, Mar 16th, 2022 at 6:45 PM

ONLINE ONLY per Proclamation [20-28](#) from the Governor

Call to Order 6:45 PM Click on the following link to join: meet.google.com/qkt-tcia-qwe

Consent Agenda

- [Minutes of previous meeting \(PDF Link\)](#)

Agenda

Hearing from individuals or groups (public comment)

The Board welcomes all present to this meeting. Anyone wishing to speak on an issue will be invited to speak once for up to three minutes. We may or may not discuss your issue at this meeting, more likely we will place it on a future agenda. Though we are unlikely to take any action this evening, we are very interested in hearing your comments.

Finances

1. County Reports (These are the same as what was included in the special hearing)
 - a. Revenue Summary (Not received yet)
 - b. Expense Summary
2. Invoices and reports from the City
 - a. [Revenue and Expense Report. Invoices from the City](#)
3. Tonasket Park and Rec
 - a. Invoices TPRD
 - i. [Onix](#) - Google Business Plus and Archiving
 1. Was approved at the last meeting, but didn't make it into the last voucher since they didn't update the invoice to reflect taxes in time to include in this month's voucher.
 - b. Pool Update
 - i. To find the source of the Leak, they were originally planning to come April 28th, but after talking with Rick Newton, we don't really need water in the pool to check the pipes. We do have to inject water into the pipes with a garden hose. We can run a hose over from the city pump.
 - ii. We have scheduled the American leak company to come on April 4th. Hopefully we won't have to worry about freezing.
 - iii. April 5th they could repair the leak.
 - iv. Minimum price for fixing the leak is 2760 plus parts for 4 hours or less. Additional hours are at 225 per hour.
 - v. We can decide on April 5th if we want to move forward with the repair.
 - vi. The city and others will decide to move forward on the 5th.
 - vii. The city has a set of as-built plans for reference
 - viii. Concetta has a couple more contacts we can reach out to.
 - ix. Loose grout - talked with Preston from Wenatchee, but he's booked through next spring. Dave went to call him back, but accidentally called Rick Newton who would look at the pictures.
 - x. Since the snow is gone, Rick Newton said that he could come soon. We don't have a firm date for when he will come look at the maintenance.

4. Looking to rehire Jenny as the pool manager for the summer of 2022, she requests that she has an assistant manager as days can be long
 - i. Can we guarantee an assistant manager? The PR board is supportive of having an assistant manager
 - b. Billie moves that as a park and recreation board, we strongly recommend for a position of assistant manager or head lifeguard. Concetta seconds, motion passes
 - c. PR would like an ad placed in the newspaper for lifeguards positions for the the summer of 2022

Old Business

4. SAO Annual Report Notification
 - a. [Email](#)
 - b. Data Sharing Agreement
 - i. [Email](#)
 - ii. [Data Sharing Agreement](#)

Billie and I will be meeting on Tuesday March 22nd to begin the process of submitting the annual report.

5. Purchasing a new pool cover
 - a. Pool Cover Dimensions - 42' x 75' and 20' x 49'
 - b. [Pool Drawing](#)

Dave will mention to Rick Newton or other contacts to see if there are other sources for pool covers or supplies.

Concetta also was looking for pool covers, but would like more details. Maybe speak Omak and Okanogan public pools

New Business

6. Reporting to PDC
 - a. Confirm that all BOD have submitted their SAW financials by April 15th
7. Trail Investigation Update
 - a. [Public Hearing](#): City of Tonasket Park and Recreation [Plan](#)
Jordon will begin working on grants for this trail project
 - b. Snow park - the forest service has received a proposal to run snowmobiles on Antoine 150 road. Eric McQuay is working on the project and keeping Maria Welton in the loop.
 - c. Highlands ski club is aware.
8. Move to in person meetings?
 - a. Majority of BOD would like to meet in person with a virtual option for people who are not able to attend. Jordon will confirm access to the district office for our regularly scheduled meeting times/dates
 - b. Jordon will update our website to ensure accessibility to all patrons who wish to attend

(Below from [MRSC](#))

Latest Updates

To help you keep track of the rapidly changing situation related to COVID-19, here is a summary of recent changes to this page:

Wednesday, March 9

- The Department of Health has updated its [guidance for schools, child care, youth activities, and day camps](#) (effective March 12 when the indoor mask mandate is lifted).

Thursday, March 3

- We have received a number of questions about whether the upcoming changes to the face mask requirements will change how local governments conduct meetings subject to the Open Public Meetings Act (OPMA). In short, no. [Proclamation 20-28.14](#) (extended by [Proclamation 20-28.15](#)) remains in effect until specifically modified or the emergency is terminated. All meetings subject to the OPMA are *required* to be a remote meeting with an *optional* in-person component. Agencies choosing to hold hybrid meetings must make sure there is sufficient space for everyone that wants to physically attend (including overflow space if necessary) and must comply with any other health directives (including local health orders) in effect.

7:45 pm - Executive Session Yes () No (X) *(If yes, Follow the Executive Summary Checklist)*

Adjourn

Meetings are scheduled for 6:45pm on the 3rd Wednesday at the District Office of the Tonasket School

District 2022 Schedule: Jan 19, Feb 16, Mar 16, Apr 20, May 18, Jun 15, Jul 20, Aug 17,
Sep 21, Oct 19, Nov 16, Dec 21

Executive Summary Checklist

(From MRSC.org)

	Requirement	X
Meeting	An executive session can only be held as part of a regular or special meeting.	
Purpose	The presiding officer announces in open session the purpose of the executive session.	
End Time	The presiding officer announces in open session the time the executive session will end.	
Legal Counsel	Legal counsel is present during the executive session, if required.	
Confidentiality	At the start of the executive session, participants are reminded that discussions are confidential.	
Topics	<p>Local governments can discuss the following topics set forth in RCW 42.30.110(1) in executive session:</p> <ul style="list-style-type: none"> • Matters affecting national security. RCW 42.30.110(1)(a)(i). • Infrastructure and security of agency computer and telecommunications network. RCW 42.30.110(a)(ii). <i>See back of the page.</i> Note: Requires presence of legal counsel. • Real estate sale, purchase, or lease if a likelihood that disclosure would increase the price. RCW 42.30.110(1)(b), (c). If agency is seller/lessor, only minimum price may be discussed & factors influencing price must be discussed in public session. <i>Columbia Riverkeeper v. Port of Vancouver.</i> • Consideration of the minimum offering price for sale or lease of real estate if there's a likelihood that disclosure would decrease the price. RCW 42.30.110(1)(c). <i>See back of page.</i> Note: Final action selling or leasing public property must be taken in open session. • Negotiations on the performance of a publicly bid contract. RCW 42.30.110(1)(d). <i>See back of the page.</i> • Complaints or charges brought against a public officer or employee. RCW 42.30.110(1)(f). Note: At accused's request, discussion must be in open session. • Qualifications of an applicant for public employment. RCW 42.30.110(1)(g). <i>See back of page</i> • Performance of a public employee. RCW 42.30.110(1)(g). <i>See back of page.</i> • Qualifications of an applicant/candidate for appointment to elective office. RCW 42.30.110(1)(h). <i>See back of page.</i> • Agency enforcement actions. RCW 42.30.110(1)(i). <i>See back of page.</i> Note: Requires presence of legal counsel. • Current or potential litigation. RCW 42.30.110(1)(i). <i>See back of page.</i> Note: Requires presence of legal counsel. • Legal risks of current or proposed action. RCW 42.30.110(1)(i). <i>See back of page.</i> Note: Requires presence of legal counsel. 	
Extended End Time	If the executive session is not completed by the originally announced end time, the presiding officer announces the extended end time in open session before returning to executive session	
Resumption	Open session is not resumed until after the announced end time.	

An executive session must begin after a regular or special meeting is convened and adjourn before the meeting ends. While an executive session will therefore always be a part of a regular or special meeting, it is possible to hold a special meeting for the sole purpose of holding an executive session.

To start, the chair must announce the executive session to those in attendance at the meeting, including: (1) the purpose of the executive session; and (2) the time when the executive session will end.

Announced Purpose and Topics of Discussion: The announced purpose of the executive session must be one of the statutorily-identified purposes for which an executive session may be held. The announcement must contain enough detail to identify the purpose as falling within the limits of the law.

It would not be sufficient, for example, for a meeting chair to declare simply that the governing body will now meet in executive session to discuss "personnel matters." Discussion of personnel matters, in general, is not an authorized purpose for holding an executive session; only certain specific issues relating to personnel may be addressed in executive session.

Attendance of legal counsel – Legal counsel must be present at an executive session, either in person or remotely via a device that allows two-way communication, to discuss enforcement actions, current or potential litigation, or the legal risks of current or proposed action. "Potential litigation" means litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party; or the agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity. Discussion of the "legal risks" of a current or proposed action can only occur in executive session if public discussion of those legal risks is likely to result in an adverse legal or financial consequence to the agency.

Notes for Specific Discussion Topics

- **Security of computer and telecommunications network** – Governing body may be briefed in executive session about agency cybersecurity issues or data breaches. If a data breach occurs, the agency must comply with breach notification requirements.
- **Contract Performance** – Review of contract performance of publicly bid contracts may only be discussed in executive session when public knowledge of such consideration would likely cause increased costs.
- **Qualifications of an applicant for public employment or review of performance of a public employee** – If the governing body elects to take final action regarding hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action must be taken in open session.
- **Qualifications of candidate for appointment to elective office** – Candidate interviews and final action appointing a candidate to elective office must be in an open public meeting.
- **Collective bargaining sessions** – Collective bargaining sessions with employee organizations are not subject to OPMA requirements and may occur in closed session without following OPMA procedures. This exemption applies to contract negotiations, grievance meetings, and discussions about the interpretation or application of a labor agreement or to that portion of a meeting when the governing body is planning or adopting its strategy during the course of any collective bargaining, professional negotiations, grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings in progress.

Length of Session: If the governing body concludes the executive session before the time stated, it should not reconvene in open session until the time stated. Otherwise, public may, in effect, be excluded from that part of the open meeting that occurs between the close of the executive session and the time when the chair announced the executive session would conclude. If the executive session is not over at the stated time, it may be extended only if the chair announces to the public at the meeting place that it will be extended to a stated time.

Attendance: Attendance at an executive session need not be limited to the members of the governing body. Persons other than elected members may attend the executive session at the invitation of the governing body. Those invited should have some relationship to the matter being addressed in the executive session, or they should be in attendance to otherwise provide assistance to the governing body. Note that if the stated purpose for the executive session is to discuss litigation or potential litigation with the governing body's attorney, the presence of persons at the session who are not governing body members or agency staff may waive the attorney-client privilege.

Minutes: Minutes are not required to be taken at an executive session. If minutes or notes are taken during an executive session, they may be subject to the disclosure requirements of the Public Records Act.

*DISCLAIMER: These practice tips are meant to provide summary information on executive sessions; these tips are not intended to be regarded as specific legal advice. Consult with your agency's attorney about this topic as well.