

# Tonasket Parks and Recreation Board

Wednesday, Jun 15th, 2022 at 6:45 PM

In the District Office of the Tonasket School District,  
and ONLINE via Google Meet: [meet.google.com/qkt-tcia-qwe](https://meet.google.com/qkt-tcia-qwe)  
or phone:+1 470-241-5086 PIN: 848 422 354#

**Call to Order 6:45 PM, Jordon Weddle, Dave Stangland, Concetta Mazzetti, Billie Attwood**

## Consent Agenda

- [Minutes of previous meeting \(PDF Link\)](#) Motion by Dave, Seconded By Billie, Passed Unanimously

## 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 (TBD)
  - a. [Revenue Summary](#)
  - b. [Expense Summary](#)
    - i. Jordon will ask about the prior voucher? Where is the amount?
2. Invoices and reports from the City (TBD)
  - a. [Revenue and Expense Report, Invoices from the City](#)
    - i. Jordon will ask that reports be more complete from the city to clarify the revenue documentation of funds for easier comprehension and clarity
    - ii. Hotel cost \$250 per night? Which hotel?
    - iii. Muratic acid used for? Gallon?

<i>Coleman Oil 35.32</i>
<i>Lifeguard Training 1915.00</i>
<i>Lee Franks 26.78</i>
<i>Midway 3.07</i>
<i>Midway 44.34</i>
<i>ZiPLY 58.65</i>
<i>PUD 60.75</i>
<i>WMS Aquatics 193.76</i>

*WMS Aquatics 557.15*

*Payroll 3,232.79*

<i>Total Bills 6,127.61</i>
<i>Revenue 2,520.25</i>
<i>Amount for the voucher 3,607.36</i>

*Billie moves to pay the bills, Seconded by Dave, Passed unanimously*

3. Tonasket Park and Rec
  - a. Invoices TPRD? (None)

**Old Business**

4. Pool Update

- a. *Lifesaving training, 9 attendees and all nine passed their class*
- b. Free swim day - June 11th - went really well. Many people attended
- c. Next week they start lessons
- d. Even with the cooler weather, attendance has been steady
- e. Co-managers - they have been able to work well together. Maddi is doing the lessons and Lalania is doing the scheduling
- f. This summers classes will only be one week long instead of 2 weeks
- g. Caris is the new employee who will teach WSI and coach our current employees
- h. Caris and Maddi are both WSI trained and will help train the others
- i. Goal is to have 2 or 3 new guards trained in WSI per year so that there's always a few who knows what the WSI standards are for teaching new swimmers
- j. The pool is well attended today (6.15.22)
- k. The pool looks stained, iron possibly but looks like it is clearing as the pool gets used l. We let the water settle after it was first filled. We were looking to see where a leak might be. We found that the water equalizing in the surge tank and being lost in the overflow pipe in the surge tank. Water is leaking at about 2.25 in per day, which is 6372 gallons per day. Last year we were at 6700 per day, but it dropped to 4500 per day after patching the holes in the bottom of the pool.
- m. Jordon from American Leak thinks it may be between the pump house and the surge tank
- n. He's coming July 7th to help find the leak (the pool will need to be closed when he's here doing diagnostics) Darin is aware that Jordon will be here on July 7th.
- o. June 11-15 cubic feet a day 7689 gl per day is leaking
- p. All grates have been replaced by Jordan after the failed portion of grout was removed and new grout was applied to create a smooth walking service. PVC shims were added also
- q. The wall tops need repair, two different pool repair companies have come and evaluated our wall tops. Thoughts of replacing the grout with PVC. Dave believes this is the best option. The installation is relatively easy but the leveling seems to be the most complicated part. A laser level would help with ensuring that the leveling is accurate.
- r. GOAL: the meeting with the city needs to be "what do we need to do to accomplish repairs by this autumn? How is this repair going to be funded? We set aside \$45k for repairs. Do we need to ask for a donation from the Community Foundation to cover additional costs?
- s. Lyle is was not available this spring to repair the wall tops and has not committed to being available this autumn
  - t. The grout is going to fail, its a priority to have this fixed this autumn
  - u. If repair meetings need to be held, who would like to be on that "committee" from this board. Jordon and Dave
  - v. Using local help and soliciting quotes from out of the area contractors for price

- comparison, competitive bidding needs to be fair
- w. Prioritizing the wall tops for this autumn and save the caulking on the bottom for the spring if its more cost effective
- 5. Purchasing a new pool cover
  - a. Pool Cover Dimensions - 42' x 75' and 20' x 49'
  - b. [Pool Drawing](#)
  - c. [Quote for Pool cover](#)
  - d. [Quote 2 for Pool Cover](#)
  - e. Jordon to do a once over to ensure that we can purchase a pool cover and still do anticipated repairs for 2022
  - f. Concetta to double check the weight of each reel to ensure we don't need to purchase the "reel" but can continue to use the ones we have . Now we have three, two that cover the large pool and one that covers the small pool
  - g. What is the timeline of manufacturing and shipping now that it's June?
  - h. Share pictures of the reels to ensure a good fit for new covers and ladder

**New Business**

- 6. Trail Investigation Update
  - a. Jordon reports, two weekends ago a group of people visited highlands snow park and cleared the path from last years fire waste, mostly brush and other debris
  - b. More trail days are coming up, so spread the word if you know anyone who wants to help
  - c. How was the "work day" advertised? OHA and Maybe the ski club newsletter
- 7. Dave found an ad for the Wenatchee public pool , \$3.00 open swim, \$3.25 lap swim, Seniors \$2.25 we charge \$2.50 for open and lap swim
- 8. Is the swim team happening this year, still working on organizing a summer program, maybe run it from 11-12 monday-Friday.

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

**Adjourn moved to adjourn by Billie at 8:59 Sceonded by Concetta passed**

**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
<b>Meeting</b>	An executive session can only be held as part of a regular or special meeting.	
<b>Purpose</b>	The presiding officer announces in open session the purpose of the executive session.	
<b>End Time</b>	The presiding officer announces in open session the time the executive session will end.	
<b>Legal Counsel</b>	Legal counsel is present during the executive session, if required.	
<b>Confidentiality</b>	At the start of the executive session, participants are reminded that discussions are confidential.	
<b>Topics</b>	<b><i>Local governments can discuss the following topics set forth in RCW 42.30.110(1) in executive session:</i></b>	

	<ul style="list-style-type: none"> <li>• Matters affecting national security. RCW 42.30.110(1)(a)(i).</li> </ul>	
	<ul style="list-style-type: none"> <li>• 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.</li> </ul>	
	<ul style="list-style-type: none"> <li>• 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 &amp; factors influencing price must be discussed in public session. <i>Columbia Riverkeeper v. Port of Vancouver.</i></li> </ul>	
	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Negotiations on the performance of a publicly bid contract. RCW 42.30.110(1)(d). <i>See back of the page.</i></li> <li>• 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.</li> <li>• Qualifications of an applicant for public employment. RCW 42.30.110(1)(g). <i>See back of page</i></li> </ul>	
	<ul style="list-style-type: none"> <li>• 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></li> <li>• Agency enforcement actions. RCW 42.30.110(1)(i). <i>See back of page.</i></li> </ul> <p><b>Note:</b> <i>Requires presence of legal counsel.</i></p>	
	<ul style="list-style-type: none"> <li>• Current or potential litigation. RCW 42.30.110(1)(i). <i>See back of page.</i> <b>Note:</b> <i>Requires presence of legal counsel.</i></li> </ul>	
	<ul style="list-style-type: none"> <li>• Legal risks of current or proposed action. RCW 42.30.110(1)(i). <i>See back of page.</i> <b>Note:</b> <i>Requires presence of legal counsel.</i></li> </ul>	
<b>Extended End Time</b>	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	
<b>Resumption</b>	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.

December 2018