

Tonasket Parks and Recreation Board

Wednesday, Feb 15th, 2023 at 6:45 PM
In the District Office of the Tonasket School District,
and ONLINE via Google Meet: meet.google.com/qkt-tcia-qwe
or phone:+1 470-241-5086 PIN: 848 422 354#

Call to Order 6:45 PM

In attendance Billie Attwood, Jordan Weddle, Rick Massey and David Stangland

No Public in attendance.

Consent Agenda

- [Minutes of previous meeting \(PDF Link\)](#)
- Billie moved to approve the previous minutes as corrected, Rick seconded, motion passed unanimously.

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 Budget Reports
 - a. [Revenue](#)
 - b. [Expense](#)
 - a. The board took time to review and discuss revenue and expense reports.
2. Invoices and reports from the City (This month the 2nd tuesday and the third wednesday are in the same week).
 - a. [Revenue and Expense Report. Invoices from the City](#)
 - b. Note: 210.66 was paid in January for 2022 bills. This amount should be used to calculate the voucher amount each month for 2023.
 - c. Concetta and Jordon are planning to meet with the city in the near future regarding a previous document.
 - d. Bills from the city add up to \$11,321.45
 - a. Dave moves to pay the bills to the city for the 2/2023, Billie seconded, motion passed.
3. Onix Renewal
 - a. [Agreement](#)
 - b. Invoice will be closer to the renewal date
 - c. Invoice in March.
4. 2023 Levy Rate and Collection Amount
 - a. [Letter from Jan Million](#)
 - b. [Attachment](#)
 - c. Details from the attachment:

Value of Property in the district	:	\$505,844,097
2023 Levy Rate	:	16.21920281 cents per \$1000
Generated budget	:	\$82,043.88
 - d. Note, the levy passed at 18 cents per \$1000 and the updated collection rate is 16.2 per \$1000.

Old Business

5. Pool Maintenance Update
 - a. Dave, Jordon and the city had a meeting to discuss the pool maintenance.
 - b. Primary focus is stopping the leak
 - c. Billie passed on the name of Bill Moomaw who is familiar with Bentonite
 - d. Bill has been drilling for about 30 years using Bentonite
 - e. Dave, Norm and Bill met last week to talk about fixing the leaks in the pool. Bill thinks that if we pull out the caulking around the pool, and put in bentonite in the cracks, he thinks it will fix the leaks in the pool.
 - f. Fix would be to pull out caulking, put in bentonite, and then replace the caulking.
 - g. Dave called the bentonite manufacturer, and they think that it will fix the leaks in the pool.
 - h. Dave may have a caulking product that could be used. More research is needed.
 - i. Dave and Darren meet today, Darren was receptive to the bentonite fix. Dave will do a little testing with materials to see how it goes.
 - j. We will still need to inspect the wall tops, but we will probably be able to make it through the summer.
 - k. We received a response from WMS. They cannot rework the caulking this spring. They did send a quote for \$6000 for one person to come up to work on suspect locations in the pool.
 - l. The American Leak Company asked for a list of contractors, and will get back to us with a product for the caulking or someone willing to help us out.

6. Website Hosting
 - a. Domain renewed
 - b. More information next month on the movement of the website.
 - c. Work is still in progress to see if a website hosting company will be able to take checks.

7. (Tabled) 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](#)

New Business

8. 2020-2021 SAO Audit
 - a. [Audit Exit Email](#)
 - b. [Audit Exit Letter](#)
 - i. Audit Highlights
 1. We appreciated the District's cooperation and assistance with the audit.
 2. The District prepared strong meeting minutes documentation, demonstrating strong oversight, public transparency, and accountability.
 3. The District presented strong financial condition metrics.
 - ii. Audit Results

Based on the procedures performed, nothing came to our attention in the areas we reviewed that caused us to believe the District did not substantially comply with applicable state laws, regulations, and its own policies, or had significant weaknesses in controls over the safeguarding of public resources. Had we performed additional procedures, other matters might have come to our attention that would have been reported.

c. [Finalized Data Sharing Agreement](#)

9. 2022 SAO Audit is still due in May of this year

10. 4th and 5th grade swim days

- a. Conversations are happening
- b. Jordon has had a conversation with Scott Olson and we believe it might be a go just looking for funding.
- c. Jordon will look into funds for 4&5 grade swim days. Last year the program didn't happen but we are working to restart the program and keep it running each year. The cost to open a week early is not an insignificant amount.

11. Trail Investigation Update

- a. Dave reports trails at the snow park are great.
- b. Rick would like to pursue more multi-use mountain bike trails in the Tonasket Ranger District. Currently there is only one trail up in the Tiffany Mountain area.
- c. Baseball fields - funding is squared away. They plan to resume work this spring.
- d. Rick is asking Rick Webber for a quote for the remaining trail work around Chief Tonasket Park
- e. We would like to pursue funding from Lodging Tax (LTAC).

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

Adjourn 2012

Meetings are scheduled for 6:45pm on the 3rd Wednesday at the District Office of the Tonasket School District 2023 Schedule: Jan 19, Feb 16, Mar 15, Apr 19, May 17, Jun 21, Jul 19, Aug 16, Sep 20, Oct 18, Nov 15, Dec 20

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.