

MINUTES OF THE REGULAR MEETING

MANSON PARKS & RECREATION DISTRICT FEBRUARY 17, 2009

ATTENDING: Dave Gellatly, Ken Rau, Hal Killian, Tom Tobey (via the phone), Lanny Armbruster, Diana Ellsworth, Jeanette Collins, Shannon Byquist-Freels, Kathy Nyborg, Bill Sharkey, Guy Berglin, David Lewman, Kim Ustanik, Nancy Miller

MEETING CALLED TO ORDER AT 5:35 BY DAVE GELLATLY

Minutes of the January meeting: Dave Gellatly moved that the January 20th, 2009 minutes be approved as submitted. Ken seconded the motion.

Financial:

Review charts and balance sheet. The total Revenue for 2009 is \$14,777.14 year to date. The total Expenditures for 2009 are \$ 12,523.40. There is currently \$1,000 in the parks 101 fund and \$1,000 in the WLC 109 fund. Manson Parks has \$82,186.87 in reserve and \$34,186 in the working fund. There will need to be a line item change in the expenditures. Currently all wages for Diana Ellsworth for 2009 are listed under Activities Coordinator and her wages will need to be split between Secretary and Activities Coordinator duties.

Graphs: Ken everything looks normal in comparison to 2008 with the exception of the Marina, the revenue is less than in past years.

VOUCHER: Dave Gellatly motioned to approve the voucher. Ken Rau seconded. Motion approved. Tom Tobey asked Dave Gellatly to sign for him.

Wapato Lake Campground Portable Bathroom:

Dave Lewman from Chaparral Fence explained his bid and showed the Board a sample of the fencing to be used. He recommended a wider gate as the change would not add any additional cost and would make servicing of the portable bathroom easier. It was decided that Dave will take out half of the section of fence as there will now only be one portable toilet in this area. This will lower the cost of the project and less fence will be needed. Lanny asked if the Board wanted additional bids, Ken stated no. Dave Gellatly asked the Board to authorize up to \$4,000 for the project.

Tom Tobey motioned to approve spending up to \$4,000 on the fencing project. Hal Killian seconded. Motion approved.

Old Mill Tree Trimming:

Lanny went over the various estimates for the tree trimming at Old Mill Boat Launch and Guys Tree Trimming was the lowest. Guy also has insurance coverage of \$1,000,000; he has worked for Cashmere School District and the City of Chelan. Lanny checked with the Bill Shimek at the P.U.D. and he agrees with Guy's plan for the tree trimming. Lanny will also contact Ray Heit and get written approval prior to the work beginning. Tom asked that Lanny be onsite while the trimming was being done. Guy also recommended grinding the stumps rather than poisoning as poisoning could affect the other trees in the park.

Ken Rau moved to accept the bid from Guys Tree Trimming for work to be done at Old Mill. Hal Killian seconded, Motion approved.

Public Comment:

Bill Sharkey asked if the park had pursued getting the proper permits for placing additional pilings in Manson Bay. He stated that it takes more than a year to acquire the proper permits. The permits are also for a specific number of pilings and that Harrison Dock only comes once a year to do this work. Bill feels that the parks should always have a permit in force in case it is needed. He also reminded the Board that if the water level drops again or there is another big storm that the Marina breakwater could break apart. Because of the way the bent piling was repaired, it causes the dock to pull apart instead of sliding, as the dock cannot freely move. Bill told the parks they need to have the breakwater moved out twenty feet to keep it from breaking. He also stated that any new pilings should be twelve inches around instead of ten inches to keep the pilings from bending again. Lanny told Bill he thinks the P.U.D. has five-year permits for work to be done at Manson Bay and that he will check to make sure.

Willow Point Vision:

Dave thinks the power point of Willow Point looks o.k.

Hal Board E-Mails

Kim Ustanik from the Manson Business Association arrived late and gave Hal some information he requested from her on various rules governing board members. Hal passed these out to the other board members. He stated that he would like to ask about board e-mails. He told the Board that after returning from Hawaii he is concerned by the number of e-mails he had received. Dave told Hal not now.

Dave would like to sit down with Larry Hibbard and Mary Murphy to complete the Willow Point vision. Dave stated that Larry Hibbard and Mary Murphy would do this free.

Shannon Byquist-Freels asked what is free, the meeting or the grant writing.

Dave told Shannon the meeting is free not the Grant writing. Once the park does their part of the work then Mary will do her part of the work. Shannon asked what Larry role in this is? Dave told her that has not been decided yet.

Nancy Miller asked what the vision for Willow Point Park is. Ken told her there are erosion problems as well as parking problems. The parks will pursue a grant to pay to improve these problems.

It was decided that the Manson Parks Board would hold a work session to develop a more detailed plan for Willow Point. The public meeting for this workshop will be held March 3, 2009 at 5:30 p.m.

Old Swimming Hole:

No Change. Jon Shimek will be the P.U.D. project manager. He will bring seawall plans from the office area to provide better drawings for the parks to use for planning purposes. Dave asked why we need different drawings. Dave stated that there are three different projects that need to be completed. The Old Swim Hole, Railings and the Breakwater and that the P.U.D. needs to commit. Ken stated that the park needs to do something about the Old Swim hole. Dave felt not a lot of money should be spent on it this summer.

Manson Bay Railings:

American Quality Coatings came in with a bid of \$11,847 for painting the railings in Manson Bay. Lanny asked if the Board still wants to wait. Dave said yes, why should the parks pay \$12,000 if the P.U.D. should. Lanny will let the bidders know the project is on hold. Lanny reminded the Board that the projects have been on the P.U.D. list for years. The Board will send the estimates and a letter this time.

Wapato Lake Electrical bids:

Ken explained that the parks received a grant for the work and that the work to be done cost more money than the parks had, so the work was broken up into two phases. Sinder Electric who bid \$22,201 for the project will do the second phase of the work. Ken would like to approve the bid for \$23,900, which includes the tax. Lanny checked Sinder does have their business license and L & I insurance as required.

Ken Rau motioned to approve Sinder Electric's bid. Dave Gellatly seconded. Motion approved.

Marina Lights

Bob's Electric will put in the lights for \$3,135.78. Tom asked if the P.U.D. could put in floodlights. Ken stated that the lights are a different type than currently there. The new lights need to have a wider angle. Dave asked Lanny to get a second estimate. Lanny will check with Sinder Electric and also check to make sure that the extra wiring is there.

Fourth Quarter Audit

Ken stated that he would be conducting the fourth quarter audit. And that he already knew what he would find because the bookkeeping is always a mess. He also stated that the park does not keep track of their cash flow. He stated that the park needs to clean up their books. Lanny reminded the Board that Manson Parks had just received a letter from the State Auditor's office stating that there were no problems with the audit of 2005 that was conducted. Tom stated that he would like to see a more formal format for bookkeeping. Ken will pick out two or three weeks from October to audit the Launch, Marina and Campground.

Lanny told the Board that the reason for the upcoming audit is because the parks district makes more than \$200,000.

Maintenance for office:

Dave would like to see better maintenance for the office area. He would like no snow or ice in the parking area or sidewalk period. Dave asked that the snow and ice be cleared around the vehicle stops to the sidewalks.

Vacation and Sick Leave:

Dave asked the board to establish a policy concerning all benefits. It was decided that Hal and Tom would work on this project so there is a standard policy. Ken told the Board that the reclamation has a good policy to go by. He asked Jeanette if she would help. She agreed.

Hal Board E-Mails:

Hal asked the Board if they could discuss the e-mail situation. Hal stated that he would like to become more familiar with the rules concerning e-mailing between board members. Hal feels the board needs to be familiar with the various rules so that they are following them. He is concerned that the Board is creating action. Dave stated that the board is using the e-mail to disseminate information. Lanny gave Hal the requested copies of information concerning this matter. Ken stated that he felt many things could be discussed prior. He feels the e-mails are for educating themselves. Lanny told the Board the way he understands it anything discussed,

is considered a formal discussion. Dave asked the Board to read the information provided and then discuss these items at a later date.

Nancy Miller then asked the board if they attend any training seminars. Her husband Fred Miller is on two boards and both have seminars they must attend.

Hal told the other board members that he is concerned with public perception especially after all the problems the Chelan Fireboard has had.

Nancy told the board that any discussions should be public. She also told the board that her husband has been on the school board and the hospital board for years. She is also her husband's executive secretary so she is aware of the rules governing boards. Everything must be decided and discussed in public.

Tom asked the board to put together a policy. Lanny told the board they had a rule concerning e-mails once before because of a similar concern. In that situation, all e-mails were sent to the parks district and then forwarded on. Dave asked that this item be put on the agenda for next month.

Hal asked if the meeting could be moved to 6:00 p.m. so that it would be easier for the public to attend.

Bill Sharkey also agreed that 6:00 p.m. would make it easier for working people to attend.

Dave stated that the board would revisit the issue once more people asked for the change.

The meeting was adjourned at 7:40 p.m. The next meeting will be March 17, 2009.

Respectfully Submitted by,

Diana Ellsworth, Activities Coordinator

