

Minutes of the Special Board Meeting
Manson Park & Recreation District
February 8, 2017

ATTENDING: Robert Campbell, Travis Schoenwald, Randy Reed, Sarah Cushing, and Marylene Rios. Also in attendance were Robin Pittman, Larry Hibbard, Erasmo De Jesus and Zach Johnson (media). The meeting was called to order at 4:33pm by Mr. Campbell.

FLAG SALUTE

AGENDA DELETIONS AND ADDITIONS: None

PUBLIC COMMENT/QUESTIONS: None

APPROVAL OF MINUTES: The January 12th, 2017 Regular Meeting minutes were reviewed. Mr. Schoenwald motioned to approve the minutes as presented. Mrs. Rios seconded. Motion passed unopposed.

FINIANCIAL REVIEW: The question was brought up as to whether or not the Eden Reports need to be included in each Commissioner's packet. Because they are emailed and a copy will be available at each meeting, printed copies will no longer be included in the packets. The financial reports and voucher were reviewed. Mr. Schoenwald motioned to approve the Voucher as presented. Mrs. Rios seconded. Motion passed 4-0 with one abstention (Mr. Campbell). The following payments were issued by the Chelan County Treasurer:

-Payroll: Check #34483 & #11324 on 02/3/2017

-Voucher: Checks #796819 to #797147 on 02/17/2017

OLD BUSINESS

Director's Report: Mrs. Pittman updated the Board on the latest Park activity. This included toilet partition installation at Manson Bay Park's restrooms, the PUD's plans for pavement resurfacing at Old Mill, campground dock repairs, and turf/field maintenance. We will also be obtaining credit cards for fuel purchases by authorized maintenance personnel. Unapproved purchases (non-fuel) are not allowed will be the sole financial responsibility of said personnel.

Park Improvements:

Downtown Waterfront: Design Firm Selection- The packets received in response to last year's RFQ still need to be reviewed by Mr. Reed and Mrs. Cushing. Mrs. Pittman will coordinate this.

Willow Point Restroom: Mr. Hibbard provided the Board with the latest update on the Restroom Project. The contract was signed by Mr. Tom Allen, the project Contractor, prior to the meeting. The Board reviewed the Agreement Between Owner & Contractor Stipulated Sum in the amount of \$61,000.00 plus Washington State Sales tax. Mr. Campbell & Mr. Schoenwald signed.

NEW BUSINESS:

Director Position: Mr. Reed announced a 10 minute Executive Session to review qualifications of an applicant for public employment. The Hiring Committee (consisting of Board members Mr. Reed, Mr. Schoenwald, Mrs. Cushing and Mrs. Rios) began the Executive Session at 5:06pm. Mrs. Pittman, Mr. Campbell, Mr. De Jesus and

Mr. Johnson were excused from the meeting and returned at 5:18pm. At that time, Mr. Reed announced that the Committee decided on the selection of Mrs. Robin Pittman as Manson Parks Director. Due to the conflict of Interest between Mr. Campbell & Mrs. Pittman, the Committee will seek legal counsel, during which time there will be a 30-day waiting period before the hiring process resumes.

Park Maintenance Vehicle: With the upcoming Willow Point Restroom expenditures, Mr. Campbell suggested that the purchase of a new maintenance vehicle wait until after the Restroom is complete and invoices are paid.

2017 Budget: The 2017 budget was discussed and the Wage Schedule was reviewed. Mr. Schoenwald motioned to approve the 2017 Budget and Wage Schedule as presented. Mr. Reed seconded. Mrs. Cushing opposed; Mr. Campbell abstained. Motion passed 3-1.

Full Time Employee Holidays: Mrs. Pittman provided the Board with a list of Paid Holidays that the Director & Office Manager are currently approved for. Now that Mr. De Jesus is working year-round, Mrs. Pittman asked the Board to consider that he be given the same Paid Holidays. Mr. Schoenwald made a motion to approve Paid Holidays for Year-Round staff as presented. Mr. Reed seconded. Mr. Campbell abstained. Motion passed 4-0.

ADJOURNMENT: The meeting was adjourned at 5:57pm by Mr. Campbell.

ROBERT CAMPBELL, CHAIRMAN OF THE BOARD OF COMMISSIONERS- POSITION #5

TRAVIS SCHOENWALD, VICE CHAIRMAN OF THE BOARD OF COMMISSIONERS- POSITION #2

SARAH CUSHING, COMMISSIONER POSITION #1

MARYLENE RIOS, COMMISSIONER POSITION #3

RANDY REED, COMMISSIONER POSITION #4