

Minutes of the Regular Board Meeting  
Manson Park & Recreation District  
March 9, 2017

**ATTENDING:** Robert Campbell, Travis Schoenwald, Randy Reed, Marylene Rios, and Sarah Cushing. Also in attendance were Robin Pittman, Erasmo De Jesus, Evelyn De Jesus, Mary Stutzman, and Zach Johnson (media). The meeting was called to order at 4:06pm by Mr. Campbell.

**FLAG SALUTE**

**AGENDA ADDITIONS & DELETIONS:** None

**PUBLIC COMMENT/QUESTIONS:** Mrs. Mary Stutzman provided a wonderful history lesson of Singleton Park, complete with newspaper clippings. Side-by-side with many other Manson residents, she and her husband (Les) played a big role in the Park's creation. Mr. Burr Singleton sold the property to the Manson Park & Recreation District in the hopes of creating a play space for the community.

**APPROVAL OF MINUTES:** The February 8<sup>th</sup>, 2017 Special Meeting Minutes were reviewed. Mr. Campbell motioned to approve the minutes as written and Mr. Reed seconded. Motion passed 5-0.

**FINANCIAL REVIEW:** The monthly financial report was reviewed. Mr. Schoenwald inquired about the revenue generated from property taxes. The monthly voucher was looked over and the corresponding receipts were provided. Mr. Reed motioned to approve the monthly voucher as presented. Mr. Schoenwald seconded. Motion passed unopposed. The following payments were issued by the Chelan County Treasurer:

-Payroll: Check #11545 & #35445 on 03/3/2017

-Voucher: Checks #798277 to #798831 on 03/17/2017

**OLD BUSINESS**

**Director's Report:** Mrs. Pittman updated the Board and public on the latest happenings. Various activities were reported, including: Allen Construction broke ground on the Willow restroom(s). The Cycle Club will be having a memorial ride for Gary Knowlton on July 9<sup>th</sup>, ending at Manson Bay Park. At Singleton Park, a new drainage pump is on order and will be installed immediately. The owner of the property behind the shop was contacted and is supportive of a driveway relocation. This would improve pedestrian safety near the gazebo and playground, and could be implemented while the drainage problem is addressed. Mr. Campbell, Mr. De Jesus, and Mr. Reed will visit the area being considered for the drainage site. They will mark the area in white for a Locate service.

**Park improvements:**

**Design Firm Selection:** Tabled until all Board Members have reviewed the RFO responses.

**Willow Point Restrooms:** A Change Order in the amount of \$4,117.04 was discussed. Mr. Schoenwald motioned to approve the Change Order as presented. Mr. Reed seconded. Motion passed unopposed.

**NEW BUSINESS**

**Director Position:** Mr. Schoenwald explained that he had not yet received a response from Chelan County regarding the Conflict of Interest inquiry. Mrs. Cushing shared that she contacted 3 attorneys but also has not

received an official response. Mr. Schoenwald read the Hiring portion of the Manson Parks 2011 Policy Handbook, which does not prohibit the hiring of Mrs. Pittman in this situation. The Hiring Committee suggested a Special meeting be held at a later date to resolve the issue.

**Resolution 2017-01 (Surplus):** Mr. Schoenwald motioned to approve Resolution 2017-01 involving the surplus of outdated computers, monitors, and security equipment. Mrs. Rios seconded. Motion passed 5-0.

**Job Descriptions:** Updated job descriptions were provided for the Wapato Lake Campground Host, Park Aide, and Secretary positions. After some discussion, Mr. Campbell motioned to approve the new job descriptions. Mr. Reed seconded. Motion passed 5-0.

**Willow Point Irrigation Line Replacement:** The irrigation line at Willow Point Park, which runs from the pump to the beach, is in a state of disrepair and needs to be replaced. Rock Well provided a quote, however, it was suggested that additional quotes be obtained. Mr. Schoenwald and Mrs. Pittman will both check into other options and additional quote(s) will be provided at the next Board meeting.

**Director Position (revisited):** Given Mr. Campbell's previously-announced intent to step down if legal counsel deems it necessary, Mr. Reed announced he would like to move forward with the hiring process. The Hiring Committee then called a 10-minute Executive Session.

**Executive Session:** Executive Session began at 5:35 pm. The Hiring Committee (Mr. Reed, Mr. Schoenwald, Mrs. Rios & Mrs. Cushing) remained in the meeting room, as did Mrs. Pittman. Mr. Campbell & the Public were excused. Mrs. Pittman was dismissed shortly thereafter and with no Public remaining, an additional 25 minutes was requested for Executive Session. At 6:03pm, Mrs. Pittman and Mr. Campbell returned to the meeting. An employment package consisting of the existing Director benefits plus a yearly salary of \$48,750 was presented to Mrs. Pittman. Reviews will be conducted in 6-month increments, at which time adjustments to salary and/or benefits can be addressed. Mr. Schoenwald motioned to approve the employment package as presented. Mr. Reed seconded. Motion passed 4-0 with Mr. Campbell abstaining. Mrs. Pittman accepted the offer.

**\*New Board meeting time:** It was suggested that the meeting time be adjusted to better accommodate schedules. Mr. Campbell motioned to change the Regular Board Meeting start time from 4:00pm to 4:10pm. Mr. Schoenwald seconded. Motion passed 5-0.

**ADJOURNMENT:** The meeting was adjourned at 6:12pm by Mr. Campbell.

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

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

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SARAH CUSHING, COMMISSIONER POSITION #1

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MARYLENE RIOS, COMMISSIONER POSITION #3

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RANDY REED, COMMISSIONER POSITION #4