

Minutes of the Regular Board Meeting

Manson Park & Recreation District

October 13th, 2022

ATTENDING: Robert Campbell, Aniceto Guzman, Kurt Sixel, Randy Reed, and Dave Sneesby. Also attending was Robin Pittman. The meeting was called to order by Mr. Campbell at 5:16pm.

FLAG SALUTE

AGENDA ADDITIONS AND DELETIONS: Mrs. Pittman requested the addition of a discussion to reevaluate the Administrative Assistant position. Mrs. Pittman shared that the reduction of hours during the winter season should be reconsidered due to the financial hardship it creates for the employee holding the position. There is also a large workload which would benefit from additional help during the winter season. The Board discussed and is comfortable with changing the position to a full-time year-round status. Ms. Gosvener, the current Administrative Assistant, would need to work some Saturdays during the High Season (mid-June through August), and would be required to take on additional duties and responsibilities as assigned. Mr. Reed motioned to approve allowing for the Administrative Assistant position to become full-time, year-round, at the Director's discretion. Mr. Sneesby seconded. Motion passed 5-0.

Mr. Reed apologized to his fellow Commissioners for his attendance this year.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES: The minutes of the September 8th, 2022, Regular Board Meeting were reviewed. Mr. Sixel motioned to approve the minutes as written. Mr. Sneesby seconded. Motion passed 5-0.

FINANCIAL REVIEW & VOUCHER: The financial status and voucher were reviewed. Mr. Reed motioned to approve the monthly voucher as written. Mr. Sixel seconded. Motion passed 5-0.

The following payments were issued by the Chelan County Treasurer:

Payroll Checks:(11/04/2022, \$17,313.98 in salaries and \$3734.83 in benefits): Check #'s 24640, 24641, 100296, 100297, 100298, 100299

Voucher Checks:(10/21/2022, \$39,760.40): Check #'s 908980, 909006,909017, 909024, 909026, 909044, 909096, 909158, 909192,909211, 909241, 909253, 909256, 909278, 909308, 909323, 909324, 909343, 909375, 909416, 909442, 909454, 909529

NEW BUSINESS:

Wapato Lake boat launch repairs: The Board discussed the poor condition of the Wapato Lake boat launch. Mrs. Pittman will obtain answers to the following questions:

- Is the Lake Chelan Reclamation District ("LCRD") able to lower the lake level during construction?
- Does LCRD have a permit in place which could assist with repairs?
- Does LCRD have any equipment to assist during construction to reduce overall project costs?

PUD Project Priorities: The Board reviewed the Project Priorities list provided by Mrs. Pittman. They requested the following changes:

- Combine the Manson Bay plumbing fixtures project, and the Manson Bay restroom domestic/irrigation water project.
- Add Boardwalk between Manson Bay Marina and office (ADA compliant)
- Add sidewalk between marina and office (ADA compliant)
- Remove items 1 and 2 since they are already being addressed, and number all following projects accordingly.

OLD BUSINESS:

Updates:

Old Swim Hole development project: None.

Manson Bay Marina planning project: Grette has draft permits nearly complete and will be submitting to us for review prior to the November Board meeting.

Leffler Field soil remediation planning project: Mrs. Pittman shared that the Consultant Request For Qualification solicitation went live on 10/12/22. Responses from interested consultants are due on November 7th, 2022 by 5:00pm. The Board also mentioned that they would like to begin discussions to acquire water rights for the property. Mrs. Pittman will discuss with LCRD.

Old Mill fee Collection: No discussion.

Reservation system for marina and campground: Commissioners discussed the possibility of switching to online reservations. They decided that starting out with online campground reservations would be best. Most agreed that WebRezPro's sample websites were more user-friendly, and opted to go online with Wapato Lake Campground reservations for the 2023 season. The Board will evaluate the system in the fall of 2023 to decide whether to proceed with online reservations for the marina for the 2024 season.

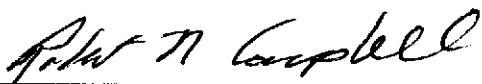
Wildfire Smoke Response Plan: The board reviewed the Wildfire Smoke Response Plan. Mr. Sixel motioned to approve the plan as written. Mr. Guzman seconded. Motion passed 5-0.

Preliminary 2023 budget and wages: The Board reviewed the preliminary budget and wages. User fee increases were discussed to help balance the budget. Employee wages were discussed, with Mr. Campbell abstaining from the discussion. Mrs. Pittman shared that the 2023 Cost of Living Adjustment is

at 8.6%. She proposed an 8% wage increase for most positions, with some seasonal positions at 10% to help put Manson Parks in a better position for obtaining summer help. The full budget will be discussed in full at the next regular Board meeting, where the final 2023 budget will be approved.

Director's Report: Mrs. Pittman provided a summary of the month's happenings. She asked the Board's interest level in hosting an Aquatic Invasive Species Boat Cleaning Station at Old Mill Park. Chelan County has the opportunity to apply for grant funding to acquire the system, and Manson Parks would take responsibility of maintenance and operations (and all associated costs estimated at \$1,500 annually) after the first year. The board is interested but would like more information. Mrs. Pittman will meet with the County and system representatives to learn more. The Board also discussed the incapacitated Manson Bay Marina sewer pump-out station. They instructed to have the District's spare pump-out station (currently at the maintenance shop) installed in its place.

ADJOURNMENT: Mr. Campbell adjourned the meeting at 7:08pm.



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



RANDY REED, VICE CHAIRMAN OF THE BOARD OF COMMISSIONERS- POSITION #4

ANICETO GUZMAN, POSITION #1



DAVID SNEESBY, COMMISSIONER POSITION #2



KURT SIXEL, COMMISSIONER POSITION #3