

# Pend Oreille County Park and Recreation Board Meeting Minutes

<b>Location:</b>	Public Works Conference Room
<b>Date:</b>	12/20/2023
<b>Time:</b>	2:05 PM to 3:22 PM
<b>Attendees:</b>	<p><b>In Person:</b> Mike Kirkwood-Parks Director, Kelly Flanagan-Board Chair, Taylor Johnson-Board Member, Terri Ann Hedtke-Board Member, Lyndsie Halcro-Board Member, Brian Smiley-Member</p> <p><b>Teams (PC):</b> Mike Lithgow-Board Vice Chair, Selkirk Sun</p> <p><b>Absent:</b></p>

1. K. Flanagan brought the meeting to order at 2:05 pm in the Public Works Conference room.
2. Motion was made by L. Halcro to approve the November 2023 Park Board Meeting Minutes. Motion was seconded by T. Hedtke. Motion carried unanimously.
3. Financial Update: November 2023 financial spreadsheets were discussed. An update on revenues and expenditures was provided by M. Kirkwood. November 2023 ending balance was \$313,274.15. Discussion on November expenses, investment earnings, and sale of fixed assets budget line item.
4. Board: Discussion two people inquired about the board position; one person submitted an application, was interviewed by the BOCC, continuing to encourage people to apply. M. Kirkwood to follow up with the person interviewed.
5. New Business:
  - a. 2024 Grant Opportunities through RCO: Discussion on potential money becoming available from the RCO, M. Kirkwood encouraged the board members to look at the RCO website for grant opportunities.
  - b. Procedures and Policy: Discussion on agreements, rates, and insurance requirements for long term volunteers, individual or group volunteers, facility usage for events or groups, M. Lithgow suggested checking with attorney on the recreational immunity clause in Washington State. Table until next meetings with board members identifying policy and procedures for group and volunteer liabilities.
  - c. Rename LNSP & Rustlers Gulch: Suggestions for LNSP was Wolfred County Park, will act on name change once the land swap is completed. Suggestions for Rustlers Gulch were Robbers Roost and POC Park Recreation Area.
  - d. Renew Contract with Anatek Labs for Water Test: M. Kirkwood to renew contract and save money by pulling our own samples. Discussion on potential savings on pulling our own samples versus paying Anatek Labs for the service.
6. Reports:
  - a. PO Park: Public Surplus hearing is set for house and vault toilet on January 9, 2024. Discussion on insurance requirements for moving the house and vault toilet off the property, and process for if the house or vault toilet does not sell.
  - b. Sweet Creek: nothing to report.
  - c. Yocum Lake: timber sale going on, timber company closing and locking the gate. B. Smiley inquired about a parcel near Yocum Lake needing some timber work, how much land, and last logged.
  - d. Ashenfelter Bay: nothing to report.

- e. LNSP: Public hearing with BOCC voted to surplus the Danforth Parcel, and do land swap with Elsner, our attorney to run it through Superior court judge.
  - f. Rustlers Gulch: Timber sale is ready to go and will be advertised for sealed bids in January 2024. Discussion on trespassing and illegal harvesting of timber.
  - g. Davis Boat Launch: couple opportunities with RCO grants.
7. Budget: Set, done, and BOCC adopted.
  8. Review of Proposed Projects/Acquisitions:
    - a. Flume Creek Land Swap: no new news
    - b. Edgewater Camp Area: no new news
  9. Park Plan Review: Board Members have been busy, so not much work has been done.
  10. Open Discussion: Possible new person to assist M. Kirkwood with Clerk for the Parks and Recreation board. K. Flanagan-promoting Parks and Recreation activities through PORTA. L. Halcro-could the board invite Brandon (POC Attorney) to the next available meeting to give information regarding policy and procedures as it relates to volunteers. T. Hedke-does not want the handicap space to fall off the radar and look into a handicap mounting station as well. T. Johnson-will send out a special use permit that he has used in the past.
  11. Public Comment: none
  12. Motion was made by T. Hedke to adjourn the meeting. Motion seconded by T. Johnson. Motion carried unanimously. The meeting was adjourned at 3:22 PM.