

Pend Oreille County Park and Recreation Board Meeting Minutes

Location:	Public Works Conference Room & Online Teams Meeting
Date:	3/20/2024
Time:	2:03 PM to 3:26 PM
Attendees:	<p>In Person: Mike Kirkwood-Parks Director, Kelly Flanagan-Board Chair, Brian Smiley-Member, Laura Hanses-Member, Vicki Kohler-Member, Terri Ann Hedtke-Board Member, Lyndsie Halcro-Board Member, Kelly Driver-Port of Pend Oreille, Jessica Garza-Economic Development Director for PORT.</p> <p>Teams (PC): Selkirk Sun, Taylor Johnson-Board Member</p> <p>Absent:</p>

1. K. Flanagan brought the meeting to order at 2:03pm in the Public Works Conference Room.
2. Discussion on Park Host Job Description. Discussion on Motion to enter into an agreement with Northwest Production Company.
3. Motion was made by L. Halcro to approve the February 2024 Park Board Meeting Minutes. Motion was seconded by L. Hanses. Motion carried unanimously.
4. Financial Update: February 2024 financial spreadsheet was discussed. An update on revenues and expenditures was provided by M. Kirkwood. February 2024 ending balance was \$305,816.86. Discussion on February expenses and investment earnings.
5. Board: One open position in district 3, north county.
6. New Business:
 - a. Park Vehicle: Old Solid Waste Truck, \$4,000 and would own outright. Discussion on cost to use Roads vehicle vs cost to maintain truck.
 - i. Motion was made by L. Halcro to approve Parks & Recreation Director to purchase surplus vehicle from POC Noxious Weed Board for \$4,000. Motion was seconded by L. Hanses. Motion carried unanimously.
 - b. Wolfred County Park: Gating Project. Discussion on where to fence and gate locations.
 - i. Motion was made by T. Hedtke to Approve Parks & Recreation Director to seek quotes for the purchase of 5 (five) gates for approx. \$15,000. Motion was seconded by L. Halcro. Motion carried unanimously.
 - c. Wolfred County Park: Fencing Project. Discussion for fencing materials.
 - i. Motion was made by L. Halcro to approve Parks & Recreation Director to seek quotes for materials for fencing for approx. \$8,000. Motion was seconded by T. Hedtke. Motion carried unanimously.
 - d. PO County Park: Gating Project. Discussion on moving the gate and changing the type of gate to prevent vandalism.
 - i. Motion was made by L. Halcro to approve Parks & Recreation Director to advertise for Public Works Project to move and rehabilitate main gate at PO County Park, approx. cost estimate is \$3,000. Motion was seconded by T. Hedtke. Motion carried unanimously.
 - e. Stay Limits at County Owned Facilities: Discussion on imposing stay limits, having a policy, monetary penalty. Tabled for next meeting.
 - f. Agreement A-2015-2 Termination: Discussion on the BOCC still working with Roads to get an agreement in place.

7. Reports:

- a. Sweet Creek: Bathrooms are open and pumping vault toilet. Discussion on this site being a rest area versus a park and keeping open all year round, and coverage for cleaning bathrooms.
- b. PO County Park: Discussion on Roads doing work for Parks taking down some trees, graveling project on the road, and the bear proof containers were delivered. Issues moving house with WSDOT.
- c. Wolfred County Park: Discussion on name change completed, parcel exchange completed, discussion on follow up with RCO grant and POSA agreement to write a grant. K. Driver to move forward with writing grant to do a feasibility study.
 - i. Motion was made by V. Kohler for the PORT to move forward on possible grants for a feasibility study on Wolfred County Park. Motion was seconded by L. Hanses. Motion carried unanimously.
- d. Batey-Bould: People living in parking lot.
- e. Yocum Lake: nothing to report.
- f. Ashenfelter: nothing to report.
- g. Rustlers Gulch: sale scheduled to begin approximately April 1st.
- h. Host Positions & Temporary Employee Positions advertised: Discussion on the temporary job description and the board wanting to see the job descriptions.
- i. Grant Opportunities: Discussion on the board looking at RCO grants.

8. Budget: no new news.

9. Review of Proposed Projects/Acquisitions:

- a. Flume Creek Land Swap: Sold to Seattle City light.
- b. Edgewater Camp Area: no new news.

10. Park Plan Review: Board to continue to review Park Plan.

11. Open Discussion: B. Smiley-to work on getting a bigger room.

12. Public Comment: K. Driver introduced Jessica Garza. M. Kirkwood to clean up some garbage from Wolfred County Park. K. Flanagan brought Parks procedures from Town of Metaline for the board to review. K. Driver tasked with looking at grants for the whole county. Selkirk Sun-advertising the camp host in the Selkirk Sun, and how will the 14 day stay limit be monitored.

13. Motion was made by L. Halcro to adjourn the meeting. Motion seconded by T. Hedke. Motion carried unanimously. The meeting was adjourned at 3:26 PM.