

NORTH WHIDBEY POOL, PARK, AND RECREATION DISTRICT

REGULAR MEETING
JOHN VANDERZICHT MEMORIAL POOL
Tuesday, June 23, 2020

Meeting Called to Order: Meeting was called to order by the Chair Commissioner Wiegenstein at 6:32pm. Commissioners in attendance - Merrill, Hardin, Brooks-Leete, and Wiegenstein.

Oath of Office: John Chargualaf was sworn in as Commissioner #2.

Board Issues: Commissioner Hardin asked if we could send a document out to Commissioners with phone numbers for all Commissioners.

Agenda Changes: None.

Public Comment: None.

Approval of Minutes: Commissioner Hardin moves to accept minutes from 05.26.2020, and from 06.05.2020. Commissioner Merrill seconds the motion. Motion passes unanimously.

Voucher Review: Commissioner Merrill moves to approve vouchers #8574-#8626 in the amount of \$43,646.07 and payroll L&I Transfers in the amount of \$22,469.37, for a total of \$66,115.44. Seconded by Commissioner Hardin. Discussion. Motion passes unanimously.

Staff Reports:

- 1) Directors Report – New phone service - Nextiva-VoIP. Landscaping Quotes, Triple C installation of Duct Sox, Rehanging of doors to old workout room and Pool Maintenance will paint the doors, State Auditor Meeting will be set for late July or early August, repair of bathroom frame and door, hand sanitizer and masks will be at door for staff and guests, had staff meeting to go over reopening, social distancing, cleaning procedures, and COVID-19 Policy. Heritage Bank is putting proposals together they will need some financial information for roof repair.

Commissioner Chargualaf wanted clarification that the phone system would work at the pool, in the event internet went down at the pool. Commissioner Wiegenstein says he rarely loses phone service. Director Cochran stated that with our current phone service, calls frequently drop. Commissioner Harden wanted clarification regarding the auto answer not being in a loop.

Commissioner Hardin made a motion to approve COVID-19 policy and guidelines as presented. Seconded by Commissioner Merrill. Discussion.

Commissioner Hardin amended the COVID-19 Resolution number to read 2020-03. Discussion followed. Commissioner Merrill seconds the motion. Motion passes unanimously.

- 2) Maintenance Director's Report –COVID closure has been tough but we have definitely made the most of it cleaning and maintenance. Spa update-received quote today. We are close to getting it going sometime this year. We have replaced every single part. No date yet for opening.

Scotties plumbing worked on showers yesterday. Ordering ADA slide bars. When locker rooms are reopened, all toilets and showers will be functioning. He has created a pool test log to monitor pools/spa.

Commissioner Merrill thanked Mr. Hoffmire for his hard work everything looks fantastic. He said it is very noticeable.

- 3) Admin. Report – Spoke with Karissa at MWR. MWR will reimburse for Active Duty only until further notice. Staff is training on new paperless signing process. They will still show ID but less passing paper to each patron. Karissa will send message out to explain the process. Julie will do Facebook message to help with the new procedure. Commissioner Merrill suggested asking her to do MWR message from Skipper through Town Hall.
- 4) Aquatics Report – Planning in-services to make sure the guards are prepared. Also planning COVID-19 employee training. The Water Safety Videos that were posted to Facebook last month received over a thousand views. Excited for the pool reopen.

Unfinished Business: Discussed.

New Business: Discussed Comcast Contract. Recreation Director Job Description. Discussion.

Commissioner Merrill makes motion to approve Recreation Director Job Description as written. Commissioner Brooks-Leete seconds the motion. Motion passes unanimously.

Landscaping Quotes – no further discussion.

Final Board Comments: Commissioner Merrill thanks staff for working through COVID-19. Commissioner Wiegenstein thanks the Board and all Staff Members for giving back to the community. Commissioner Wiegenstein would like the next meeting to be in person at the fire station. Patti Caldwell and Commissioner Merrill will clean after the meeting.

Next Meeting:
Regular Meeting July 28, 2020

Adjournment: Commissioner Merrill motioned to adjourn the meeting. Commissioner Brooks-Leete seconds the motion. Passes unanimously. Meeting is adjourned at 7:42pm.

Respectfully submitted,
Patti Caldwell