

**Asotin County Public Facilities District  
Board of Directors  
January 20, 2015  
Regular Meeting**

The Board of Directors for the Asotin County Public Facilities District in the County of Asotin, State of Washington, met this date.

**Members present:**

Connie Morrow, *President*  
Doug Higgins, *Vice President*  
Charlotte Rodgers, *Secretary*  
Mary Shannon, *Member*  
Ed Ausman, *Member*

**1) Call to order**

The meeting is called to order at 5:03pm.

The minutes from last month's regular board meeting have been reviewed by the Board. Mary Shannon would like the minutes to include the titles of resolutions, not just the resolution number, so that the public is aware of what the resolutions are. There are two that need to be corrected to reflect this in last month's minutes.

Charlotte Rodgers motioned to approve the minutes with the two corrections. Ed Ausman seconded the motion. Motion passed.

The vouchers for the Aquatic Center have been reviewed by the Board. Ausman motioned to approve the vouchers. Mary Shannon seconded the motion. Motion passed.

**2) Aquatic Center reports**

Maryssa Spencer stated that the dollar swim went well on the 19<sup>th</sup>. LCN swim team and ACFAC partnered for a swim clinic which received a lot of positive feedback. The Triathlon is coming up this weekend and she is preparing for that.

Scott Stoll presented the membership/attendance numbers for December and totals for 2014. He also discussed the bids that were disclosed for repairing the emergency lighting on the building.

The bids are as follows:

M & M Harrison Electric Co. - \$48,000  
Collier Electric - \$73,313.00  
Mike's Heating and Air - \$48,271.00

M&M Harrison Electric Co. submitted the lowest bid. Doug Higgins motioned to accept the bid from M & M Harrison Electric Co. Shannon seconded the motion. Motion passed.

Stoll further stated that the full repair of the pool will be done during the facility's annual maintenance week in May. The heater in the Nat is being repaired by Mike's H & A. A pool heater from the outdoor pool will be used until summer Waterpark season, and then *that* heater will be replaced at that time.

Stoll stated that Neptunes contract needs to be revised for "drop in" swimmers. He will be working with Scott Broyles regarding the changes and details in this process.

Shannon motioned to allow Neptunes to swim free of charge until the contract is revised. Rodgers seconded the motion. Motion passed.

Stoll stated there are three empty spots available for advertising banners on the outdoor fence and would like to allow Lewiston High School, Clarkston High School and Lewis Clark Neptunes to use said space. The swim teams would be required to furnish their own banners but should be allowed to use the space for free.

Rodgers motioned to allow the three swim teams to post their banners on the sponsor wall, free of charge. Ausman seconded the motion. Stoll will be contacting the swim teams to inform them of the Board's decision.

### **3) Administrative report**

Amanda Armel presented the board with a report showing the total revenue and expenditures for 2014. Although under budget, there are multiple discrepancies requiring an amendment to the 2014 budget. Law requires this to be done by January 31<sup>st</sup>. A resolution will be presented later in the meeting by Broyles, allowing for this amendment.

### **4) Committee reports**

Nothing to report

### **5) Comments from the directors**

Shannon went over the comments from the suggestion box. She told Stoll she would like new comment cards that have an area for the date. Dusting and lighting, especially in the fitness center, were commonly mentioned. Stoll will bring cleanliness concerns to the janitor. Tri-State's sponsorship sign was down but has been rehung. Hair traps in the showers will be addressed by janitor. Sprinkler heads are rusting, Tad Berry will be replacing those. The center may need a water softener to aid in this issue for the future, one the heads have been replaced. Stoll will be addressing this also. Sand in the bottom of the pool has been brought up. The sand is related to a pump issue which is being addressed. Berry has replaced the necessary part and the sand will be removed as the vacuuming of the pool continues. Patrons would like to be able to change the channel in the fitness center. Other complaints included making evening water aerobics available during other nights when there is a special event conflicting with class times. The earphones inputs have been fixed and Rodgers has verified on multiple machines that those are working properly.

Higgins stated he would like the Board and staff to work as a family.

### **6) Comments from the Public**

Margaret Hair stated: Thank you for partnering with LCN for the clinic last Saturday.

Nick Fiore stated: The Board should have name tags on the tables for board meetings so people know who is who.

Mike McCroskey asked which bulletin board in the lobby, reflects the meeting times and where meeting info is available. Armel stated that there is a bulletin board specifically for PFD meeting information located to the right of the entrance, upon entering the facility. He stated that the large calendar board

displayed the incorrect time for tonight's meeting. Armel stated the times should be the same but Stoll will discuss the conflict with front desk staff and try to avoid confusion in the future.

McCroskey also asked that the Board not have Executive Sessions in the beginning of the meeting and make the public wait. Morrow, the Board and Broyles each explained the procedure to McCroskey. All are hoping to avoid having the public wait, unfortunately sometimes it is unavoidable. They also pointed out that an executive session is presented at the end on the meeting on tonight's agenda.

Junice Kemack asked how the public will know what happens after the executive session. Morrow stated that the public is welcome to stay until the end of the executive session.

Broyles stated that minutes should be presented to the public as soon as they are available. The Board would like the minutes to be posted on the bulletin board as well as the website labeled DRAFT until approved.

Junice Kemack also stated that it would be nice to see Stoll and the other staff in the morning, greeting staff.

#### **(7) Old Business**

Morrow read the core values aloud. Shannon motioned to adopt Resolution 15-31: *A RESOLUTION OF THE BOARD OF THE DIRECTORS OF ASOTIN COUNTY PUBLIC FACILITES DISTRICT, ADOPTING A MISSION STATEMENT AND CORE VALUES*. Ausman seconded the motion. Motion passed.

Shannon stated that she would like the staff to present some ideas for ways to meet each of those at the next meeting.

#### **(8) New Business:**

Rodgers motioned to elect Doug Higgins as the Board Vice President. Ausman seconded the motion. Motion passed.

Morrow stated the Board will now enter an Executive Session for 15 minutes.

Meeting began at 5:31pm.

Meeting resumed at 5:46 pm.

Rodgers motioned to approve Resolution 15-27: *A RESOLUTION OF THE BOARD OF THE DIRECTORS OF ASOTIN COUNTY PUBLIC FACILITES DISTRICT, DESIGNATING A PUBLIC RECORDS OFFICER* and appointing Amanda Armel as said officer. Ausman seconded motion. Motion passed.

Rodgers motioned to approve Resolution 15-28: *A RESOLUTION OF THE BOARD OF THE DIRECTORS OF ASOTIN COUNTY PUBLIC FACILITES DISTRICT, ESTABLISHING FULL-TIME STAFF SALARY/COMPENSATION SCALE, AND A SALARY SCHEDULE FOR PART-TIME STAFF FOR THE YEAR 2015, FOR THE DISTRICT AND IT'S AQUATIC CENTER OPERATIONS AND THE EMPLOYEES THEREOF*. Ausman seconded the motion. Motion passed.

Ausman motioned to amend Resolution 14-22. Rodgers seconded the motion. Rodgers moved to accept Resolution 15-29: *A RESOLUTION OF THE BOARD OF THE DIRECTORS OF ASOTIN COUNTY PUBLIC FACILITES DISTRICT, AMENDING RESOLUTION #14-22, ESLABLISHING NON-BOARD OFFICER POSITIONS AND ESTABLISHING ADDITIONAL POSITIONS FOR THE DISTRICT AND*

*FOR THE ASOTIN COUNTY FAMILY AQUATIC CENTER FOR EMPLOYMENT WITH AND BY THE DISTRICT.* Higgins seconded the motion. Motion passed.

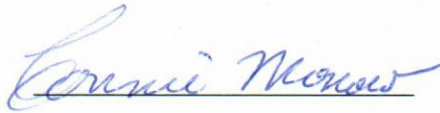
Ausman motioned to approve Resolution 15-30: *A RESOLUTION OF THE BOARD OF THE DIRECTORS OF ASOTIN COUNTY PUBLIC FACILITIES DISTRICT, AMENDING THE 2014 FISCAL YEAR BUDGET.* Higgins seconded the motion. Motion passed.

Ausman motioned to adjourn the meeting. Rodgers seconded the motion.

**9) Meeting adjourned at 6:12pm.**



Amanda Armel, Clerk



Connie Morrow, Chair