

**Asotin County Public Facilities District
Board of Directors
January 15, 2019
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:

Doug Higgins, *President*
Bruce Devereaux, *Vice President*
Connie Morrow, *Member*
Kathie Mattoon, *Member*
Charlotte Rodgers, *Member*

1) Call to order

Doug Higgins called the meeting to order at 4:15 p.m.

2) Comments from the public

None

3) Approval of minutes

The meeting minutes for December 18th and January 3rd were reviewed by the board. Kathie Mattoon motioned to approve the minutes. Bruce Devereaux seconded the motion. Motion passed.

The vouchers were reviewed by the board. Morrow motioned to approve the vouchers. Charlotte Rodgers seconded the motion. Vouchers batch APPKT01768, totaling \$25,037.37, is approved.

4) Aquatic Center Reports: Jessica West, Scott Stoll, Amanda Armel

Jessica West went over upcoming events at the facility. Family theme night will be outer space themed on January 18th. Asotin 2nd graders' swim lessons are in the beginning process for scheduling.

Scott Stoll went over the usage numbers for December 2018 and the overall totals for the year, which were all record high numbers; the comments and suggestions for December, some of which were personnel related and therefore not included in the meeting tonight; discussed current facility projects including the lighting project in the Natatorium which is now complete.

Amanda Armel prepared the November 2018 financial report. The final figures for 2018 will not be presented to the board until the February 5, 2018 meeting. Stoll assisted in answering the board's questions regarding those figures.

5) Comments from the Directors

Kathie Mattoon asked if board members are able to participate in conference calls should they be on vacation. Stoll stated that it would be easily done using the facility cell phone on speaker phone.

6) Old Business

Stoll updated the board on ADA upgrades. Castellaw Kom is ready to start construction and estimates costs will be less than \$30 thousand and completed within 45 days. Shutdowns for construction will need to be decided on the basis of having the least impact on facility users. It will take some consideration and Stoll is waiting on more information before determining the dates of those closures. Higgins asked if the costs need to be acquired through the bidding process. Stoll clarified that the architects are taking care of this process and will select the lowest costs. Morrow stated that money saved from the construction

should be used for installing at least one handicapped entrance door. Stoll suggested that the facility go with the current plans and then look into the doors after the initial project is completed.

Mattoon asked about the transgender bathroom usage situation and patrons expressing their concern regarding his inappropriate behavior in the locker room. Stoll stated that the situation has reached a point of unacceptable behavior. Stoll has reached out to the patron and is trying to resolve the issue of possible harassment towards the patrons.

Stoll discussed the roof replacement issue. He has contacted the facility's insurance company and been advised to accept the settlement offer of \$16,750, from the roof warranty company. The board discussed the acceptance of the settlement.

Morrow motioned to accept the settlement offer of \$16,750 and move forward with the roof repairs. Rodgers seconded the motion. Motion passed.

On December 18, 2018, the board asked Stoll to obtain more information regarding the current state of the parking lot. Stoll stated that TD & H is going to review the parking lot and present that information to the board at a future meeting. Higgins stated that he has met with several people regarding the state of the parking lot and preserving it and that it needs to be done. Devereaux stated that he met with someone who is familiar with this study and said the parking lot is fine. Mattoon stated that her husband is familiar with the same topic and stated that the parking lot is fine. The board discussed the project and will revisit the topic at the next meeting.

7) New Business

Stoll went over the results of the WA state audit, which were positive. The findings were limited to a few typos/housekeeping items in the 2016/2017 items that were reviewed. The final audit report was posted on the WA State Auditor's website for the public read on January 14, 2019. The board praised Armel for her work on the audit. Stoll stated that the board has the option of to change from a two-year auditing cycle to a three-year cycle. Armel will gather more information about changing audit cycles and present it to the board at a future time. Until then, the next scheduled state audit of the facility will occur in 2020.

At 5:20 p.m., Higgins called for an executive session to discuss the performance of a public employee per RCW 42.30.110 (1) (g). The end time for this executive session will be 6:00 p.m.

At 6:00 p.m. the executive session ended, and the regular meeting/open session resumed.

8) Adjournment

Rodgers motioned to adjourn the meeting. Morrow seconded the motion. The meeting adjourned at 6:02 p.m.

The next regular meeting will be held February 5, 2019 at 4:15 p.m. for voucher approval. The board entered a work session at 6:02 p.m. to discuss the facility's five year plan.

Amanda Armel, Clerk

Doug Higgins, President/CEO