



Clark County Park District
Regular Board Meeting
15 March 2018
6:00p.m.

1. Call to Order

Meeting was called to order by Board President Randy Blankenship

2. Roll Call

Commissioners in attendance were Don Pine, Lisa Thomas, Jeff Wallace, Roy Sweet, Steve Turpin, Joey Ewing, and Randy Blankenship. Also present were Executive Director Jeff Tippett and Administrative Assistant Danielle Kiger.

3. Pledge of Allegiance

4. Approval of Agenda

- a. Pine suggested to change Erosion Fund to Erosion Account.
- b. Ewing motioned to approve the agenda with the suggested change. Thomas second. 7 ayes, 0 nays. Motion carried.

5. Approval of Minutes

- a. Special Board Meeting 02/05/2018
 - i. Thomas motioned to approve, Sweet second. 7 ayes, 0 nays. Motion carried
- b. Regular Monthly Board Meeting Minutes 02/15/18
 - i. Wallace motioned to approve. Sweet second. 7 ayes, 0 nays. Motion carried.

6. Public Comment

- a. Bob stated he was concerned with the water in Section A and inquired about the Annual and Seasonal campground sites.
- b. Todd Baker commented he was willing to donate the time and the labor to address drainage issues in A section. He also addressed rumor of fee increases and the discontinuation of annual camp sites.
- c. Darrel Kibler commented on his investment on his site and is upset about the park no longer offering annual sites.
- d. Cliff Turner commented that the seasonal campers have also invested time and money into site improvements as well as paying a higher fee. He also commented his support in making all annual sites seasonal.
- e. Mary Rollins commented water repairs to A19 and the movement of the water spigot to the rear of the site and inquired as to who will keep her neighbor from parking his boat in the grassy area that it is becoming a mud pit.
- f. Steve commented that he would like to see more "no wake" zones around the lake.
- g. Brad Dennison commented that the rental docks need repair.
- h. Sam Skinner inquired as to whether his annual site would be rented during the time he is not on the site.

- i. Julie Boes inquired as to why the erosion fees are different for different types of boats.

7. Director's Report

- a. Shower house floors have been tiled and painted.
- b. All the rock has been spread to the best of our ability.
- c. Fixed and moved water lines and posts that were damaged and laid more water lines in B section, so campers have water access without having to run hoses across the road.
- d. Service Agreements went out for afterhours work.
- e. The integration of QuickBooks is complete, and it is up and running. Needs to be fine-tuned.
- f. Per the Board's request, Morgan's Plumbing and Dave's Plumbing have been contacted to help lay the 4" pipe with no response from either. The project is set to begin on Tuesday.
- g. Lake Dock/Land Deck Leases have been sent out along with the electrical inspection along with an explanation and have received a favorable response.
- h. Reported that due to being in the expulsion process with PDRMA and asked if the Board would like for him to get quotes from other insurance companies.
- i. Upon servicing the boats, it was discovered that 3 of the lower ends needed repair. Had them sent out for repair and they are back and are being put back together.

8. Old Business

- a. Discussion and assigning by the President members to the 3rd of July Committee
 - i. President assigned Commissioner Wallace, Jana Williamson, and himself to the Committee
- b. Discussion on scheduling meetings for the 3rd of July Committee
 - i. To Be Announced

9. Payment of Bills

- a. Thomas motioned to approve the payment of bills. Wallace second. 7 ayes, 0 nays. Motion carried.

10. New Business

- a. Discussion of Annual vs. Seasonal
 - i. Thomas commented that our attorney confirmed that legally under our camping license we cannot allow camping without potable water. Once we winterize the campground, no camping.
 - ii. Todd Baker, Rick Boes, Ryan Boes, Ryan Boes, Sam Skinner, Darrel Kibler
 - 1. Discussed the increase in fees
 - 2. Issues with pulling campers in and out in the specified timeframe.
 - 3. Discussed that everything needs to be removed to leave a clear site as of November 2019.
 - iii. Discussion and vote instituting processing fee
 - 1. Executive Director Tippet explained the parks loss to the budget of processing fees and that by statute we can charge a processing fee of 1.93% that does not exceed \$20.00 for licenses, stickers, permits or similar transactions, and not less than \$1.00. He

- proposes that we start charging a processing fee of 1.93% beginning April 1, 2018.
2. Turpin motioned to implement a processing fee once it's tested and works in Campground Master. Sweet second. 7 ayes, 0 nays. Motioned carried.
- iv. Discussion on Farm Ground Lease Bid
 1. Tippettt went over the 3 bids that were received.
 2. Turpin motioned to approve the 3-year contract to the high bid from Lovell. Sweet second. 7 ayes, 0 nays. Motion carried.
 - v. Discussion and vote Gas and Diesel Bid
 1. Tippettt went over the only bid that was received from Bolin Enterprises.
 2. Wallace motioned to accept Bolin's bid, Turpin second. 7 ayes, 0 nays. Motion carried.
 - vi. Discussion and vote Hay Baling
 1. Tippettt discussed that we only received one bid for hay baling.
 2. Ewing motioned to accept Roger Williams' bid, Thomas second with an agreement to accept an addendum to pay by the end of the fiscal year. 7 ayes, 0 nays. Motion carried.
 - vii. Discussion and vote fence on Mr. Walters property
 1. Mr. Walters claims that a park owned fence encroaches onto his property. After walking the fence with GPS, it was found that the fence is in fact 10 to 15 feet over his property line. It is causing issues on his property and he would like it removed.
 2. Wallace motioned to remove the fence, Thomas second. 7 ayes, 0 nays. Motion carried.
 - viii. Discussion and vote on package deals for Old Cabin upper and lower; New Cabin Ground and Lower and Launch Cabin
 1. Promotional packages were created to fill the openings in reservations from Sunday through Thursday presented by Tippettt.
 2. Ewing motioned to approve the promotional packages, Thomas second. 7 ayes, 0 nays. Motion carried.
 - ix. Discussion and vote to transfer of \$6773.97 from the Erosion Account to the Recreation Account
 1. Joey Ewing motioned to approve the transfer, Turpin Second. 7 ayes, 0 nays. Motion carried.
 - x. Discussion of notification of PDRMA Expulsion from insurance agreement
 1. ED Tippettt reported that he was notified by Tim Conlon, the Property/Casualty Program Director at PDRMA, that the Board of Directors at PDRMA has voted to start us in the expulsion process.
 2. He discussed that their decision was based on 3 things
 - a. Failure to Inspect and maintain the Mill Creek Dam in accordance with ongoing recommendations by Banning Engineering based on their inspection reports of 2012, 2015, and 2017.
 - b. Inspect and maintain playgrounds

- c. Poor results of the 2017 PDRMA Loss Control Review process
- 3. Tippett reported that he spoke with Bret Davis the CEO for PDRMA by phone, in which he broke down the letter and explained that instead of going into the expulsion process, we are going into a 45-day notice in which we must come into compliance with what PDRMA wants. Tippett stated that we can do it all except the Loss Control Review process. Tippett explained that he told Mr. Davis that Banning Engineering issued a letter stating the repairs that we have made to the dam, which Banning looked at as maintenance issues, and not actually repairs. The dam has no safety issues going on.
- 4. Tippett reported that we have complied with the playground issues.
- 5. Tippett reported that there are a lot of loss prevention guidelines and inspections that they want us to complete. We have completed them, but they have never come to pick them up.
- 6. There is a meeting set up with Jenny Porrevecchio and another representative from PDRMA on April 16, 2018 so that he can present them with all this information and we can at least be in the 45-day probation process.
- 7. Tippet reported that not all the things that needed to be done with the dam have been done. There are still 3 things that need to be done but cannot be done due to the weather.
- 8. There is an appeal process, but we have not reached that point yet. Tippett also stated that he has contacted 3 other insurance agencies to compare their rates against PDRMA. He will continue with this process which involves a lot of paperwork and release of property loss values if the Board would like for him to do so. The commissioners would like for us to comply with PDRMA but go ahead and work on getting quotes from the other companies as well.
- xi. Discussion and vote for transfer of funds from Fuel-Park Use Gasoline to Fuel-Park Use Diesel of \$500.00
 - 1. Ewing motioned to approve the transfer of funds from Fuel-Park Use Gasoline to Fuel-Park Use Diesel of \$500.00, Wallace second. 7 ayes, 0 nays. Motion carried.
- xii. Discussion and vote on creation of Erosion Fund and Trails Fund
 - 1. It was discussed that there is legal information that is needed before this decision can be made. Recommendation was made to contact our attorney.
 - 2. Turpin motioned to table both line items until they get more information. Ewing second. 6 ayes, Wallace nay. Motion carried.

11. Committee Reports

- a. Campers (3/1/18)

- i. Commissioner Ewing reported that the campers committee met, and they discussed:
 1. Annual vs. Seasonal Camping
 2. Easter Egg Hunt coming up on April 7, 2018.
 3. Campground cleanup is March 24, 2018
 4. The next meeting is April 2, 2018
 - b. Community Parks
 - i. Commissioner Wallace reported that he and Tippett met with Karen Young and Paul Wilson as they are asking the Park District to purchase a mower for them. She also expressed that they are having a few other issues in which ED Tippett offered to take Deke down there to see what we can do to help them.
 - c. Dock (03/01/18)
 - i. Commissioner Ewing reported that the dock committee met, and they discussed:
 1. Erosion fees
 2. Rip Rap on the lake
 3. Electrical requirements that we are going to implement
 - d. Finance (03/12/18)
 - i. This meeting was cancelled
 - ii. Scheduled for 03/22/18 with or without Ben
 - e. Fishing
 - i. Has not met
 - f. Master Plan
 - i. Nothing
 - g. Policy
 - i. Cancelled the meeting scheduled for 03/21/18
 - h. Trails
 - i. Commissioner Wallace reported that they discussed:
 1. Upcoming Events – HammerFest
 2. Website that Greg Littlejohn built and is sponsoring

12. Executive Session

- a. Pine motioned to table. Turpin second. 7 ayes, 0 nays. Motion carried.

13. Vote on approval and to Open Executive Session Minutes

- a. Skipped due to no Executive Session

14. ADJOURN

- a. Ewing motioned to adjourn. Wallace Second. 7 ayes, 0 nays. Meeting adjourned at 8:15 p.m.