

## MEETING MINUTES

### A. Call to Order

Meeting called to order at 5:42 PM.

### B. Roll Call

All board members present excepted Norma Smith with an excused absence. David arrived at 6:00 PM. Audience members in attendance were Krystal Poplawski and Heidi Herzog.

### C. Public Comment:

Heidi asked for clarification on the cost of the blocks being \$8,000. Kelliann confirmed \$8,000 as the overall cost.

### D. Approval of Meeting Minutes from March 25, 2019 and April 15, 2019

Aimee moves to approve the meeting minutes from March 25 and April 15, 2019. Roger seconded the motion. All approved in favor, motion passed.

### E. General Business

#### 1. County Report – Treasurer’s Report March 2019

Discussion: Aimee mentioned the \$50k SPF donation was placed into investments and proceeded to review the accounts.

#### 2. Approval of claims for payment:

Discussion: The previously approved \$13,656 to Allen Insurance will cover D&O insurance operations. Payment for the property insurance will be delayed until such time that SPRSA takes possession of the property.

Action: Approval of claims will be tabled until Monday, May 6<sup>th</sup> meeting since they do not need to be paid until May 7<sup>th</sup>, as per Aimee’s request.

##### a. M&O Levy

i. Allen Insurance - \$13,656.00 (approved previously)

##### b. Pool Construction

i. Strata - \$956.00

### F. Selah Aquatic Center Construction Project

#### 1. Update from Don Kearby, Construction Project (LWA)

Discussion: The latest schedule from the general contractor was from the end of March. The building seems to be on schedule. There were some roofing design issues but does not seem to be delaying progress greatly. It did require a construction change directive from the design firm to ensure the project remains on time. The pool appears to be behind schedule. The general contractor is still hoping for the end of May (as of 4/29 construction meeting). Don is thinking more feasibly we are 4-6 weeks delayed. Aimee requested clarification on the finished date for operations to plan for training lifeguards. Don suggested holding off until July 1<sup>st</sup> realistically. Roger mentioned the repair of the parking lot would not be started until the beginning of the June at the earliest, which usually takes 2 weeks to complete.

##### a. Budget Review

i. Change Orders

##### b. Construction Schedule

i. Extension – Update

##### c. Weekly Construction Meetings Review

i. Masonry

ii. Wixson Park Parking Lot

iii. Roofing Revisions

## G. Old Business

### 1. Selah Aquatic Center – Operations

#### a. Policies and Rules Summer 2019 – Aimee Ozanich

Discussion: Aimee reviewed the pool rules which reference Prosser Aquatic Center's rules and edited to fit our needs. Kelliann mentioned it would be important to have these rules in both English and Spanish. Brooke from NAC requested direction on the signage for the pool. The majority of the signage within the facility will be symbols (showers, bathrooms, etc.). Diane suggested dual language for simple signage on the deck such as "No Diving".

Action: Roger moves to approve the policies and rules. Kelliann seconded the motion. All approved in favor, motion passed.

## H. New Business

### 1. Resolution No. 02-2019 – Wages 2019

Discussion: Aimee reviewed the resolution for wages, amended to include "Water Exercise Instructor" starting at \$16 to \$25 per hour based on experience. This was a suggestion from the Naches Aquatic Center and how they establish wages. Aimee reviewed the paperwork necessary for operations. While the payroll will be processed by the County. SPRSA will also need to open a bank account.

Action: Kelliann moves to approve Resolution No. 02-2019. David seconded the motion. All approved in favor, motion passed.

### 2. Hiring Process – Aimee Ozanich

#### a. Applications received

Discussion: Elyse Kuebler, Erin Herzog, and Scott Willey have applied for pool manager. Interview questions were reviewed and Kelliann suggested to also include scenario-based questions regarding how people address conflict. Kelliann, David, and Aimee will be on the interview board and planning to interview all three applicants.

## I. Board Member Communication

### 1. Mission Statement Meeting update – David Lemmon

Discussion: Kelliann will email the breakdown to the SPRSA. Aimee mentioned the importance of incorporating a logo and brand for the new pool. She also suggested an online Facebook competition to pull in logo options, possibly a slogan as well.

### 2. Selah Dolphins Insurance Policy

Discussion: Aimee reviewed the Dolphins insurance policy which will be held in SPRSA's records.

### 3. Door Locks

Discussion: There will be two locks for the facility, one for the storage and one for all the doors, with a master key for all locks. Discussion ensued regarding a security system and the advantages/disadvantages of said system.

## J. Next meeting date: May 6, 2019 at the Civic Center

## K. Adjournment: 7:18 PM