

**MINUTES OF THE
REGULAR BOARD MEETING OF THE
WESTERN ELMORE COUNTY RECREATION DISTRICT
February 15, 2017 at 6:00 P.M.**

The regular meeting of the Western Elmore County Recreation District was called to order by President Art Nelson at 6:00 p.m. on February 15, 2017 at the WECRD office. The following were present:

President: Art Nelson
Secretary/Director: Judy Mayne
Attorney: Cherese McLain
Treasurer: Judy Erwin
Guests

I. Quorum:

President Nelson held a roll call as follows: Art Nelson, aye; Judy Mayne, aye. He established that there was a quorum with two directors present. Director Clark was absent.

President Art Nelson then announced that he would like to amend the agenda to include an item received after the agenda was posted and less than 48 hours prior to the meeting. President Nelson made a motion to add a resignation letter from Director Connie Clark to the agenda as the first order of business. Director Judy Mayne seconded the motion. Both Directors voted in favor of amending the agenda, and the motion passed.

Director Judy Mayne read a letter dated February 14, 2017 from Connie Clark stating her resignation as Director from the Board of the Western Elmore County Recreation District. Director Judy Mayne subsequently read a response that she had drafted and wished to be made a matter of record. Copies of the letter and response attached.

A discussion ensued concerning requirements for a recreation district director per the state statute. It was noted that there is no time frame required for filling a Board vacancy. Director Mayne stated that any qualified resident of Sub-District III that is interested should contact the WECRD.

II. Minutes:

Minutes of the regular Board meeting of January 18, 2017, the special Board meeting of January 25, 2017, and the special Board meeting of February 9, 2017 were available for the Board to review. President Art Nelson made a motion to approve the Board meeting minutes of January 18, January 25, and February 9 all of 2017 as written. Director Judy Mayne seconded the motion. With both directors voting in favor of the motion, the motion passed.

III. Reports:

A. Secretary's Report – Secretary Judy Mayne had nothing to report at this time.

B. Treasurer's Report

1. Authorization to pay bills. A list of bills was presented totaling \$7,655.30. Director Judy Mayne made a motion to approve payment of the bills in the amount of \$7,655.30. President Art Nelson seconded the motion, and the motion passed with both members in favor of the motion.

2. The Treasurer's Report dated February 14, 2017, was available for the Board to review. President Art Nelson made a motion to accept the Treasurer's report. Director Judy Mayne seconded the motion. A vote was held with both members voting in favor of the motion. Motion passed.

3. Audit update

Treasurer Judy Erwin reported that Mr. Zwygart was working on the audit but that he said he would not be able to have it ready by this meeting. He would like to meet with the Board and will be added to the agenda for the March Regular Board meeting.

4. Transfer of Funds

Treasurer Judy Erwin pointed out that on the financial statement there was well over \$300,000.00 in the combined accounts at Pioneer Federal Credit Union which is over the FDIC limit. Attorney McLain addressed the Board and stated that it was her experience that the FDIC insurance was for total accounts not each bank being insured for \$250,000. She stated that to get around this, we might need to apply for several more tax identification numbers. Treasurer Erwin reminded the Board that they could put more money into the account at the Bank of Cascades which is insured with collateral. Miss McLain will look into this matter.

After discussion, it was decided to table the matter until the meeting in March.

IV. Old Business

A. Floodplain Study Update

President Art Nelson stated that he was continuing to work with the City of Mountain Home and Elmore County. Process is ongoing with the LIDAR survey.

B. RFP for Optimist Park Announcer's Stand

President Art Nelson reported that the crow's nest was scheduled to be demolished today so we need to finalize the contract so BCI can begin construction. Attorney Cherese McLain mentioned that a statement specifying the 5% (five percent) contingency should be added to the contract draft under the payment section. President Art Nelson made a motion to approve the contract with BCI with the addition of a statement adding a 5% contingency in the amount of \$3,331.46 to the sum of \$66,629.10 for a total of \$69,960.56 (sixty-nine thousand, nine hundred

sixty dollars and fifty-six cents). The motion was seconded by Director Judy Mayne. Both directors voted in favor of approving the contract, and the motion passed.

C. Library Cards- Mountain Home Public Library

President Nelson met again with the Library Board. They are considering the WECRD library card proposal presented previously as well as some opposing public input. They expect to vote on this at their March meeting.

D. Hiring Civil Engineer/Project Manager

The Board discussed their impressions of the 3 firms, Holladay Engineering, Civil Dynamics and Keller Associates, who submitted RFP's and were interviewed at the meeting on February 9, 2017. All 3 firms were considered excellent candidates. After further discussion, both Directors had independently arrived at the same top choice. Director Judy Mayne made a motion to accept the RFP for Engineering Services/Project Manager and authorize the Board President to sign the contract to hire Civil Dynamics effective immediately. President Art Nelson seconded the motion. Motion passed. Attorney McLain will draft appropriate acceptance and rejection letters to the three firms.

E. Office Maintenance: Cleaning

President Nelson reported that the carpets and upholstered chairs were cleaned on the weekend by Treasure Valley Steamway. Much improvement noted.

F. Dog Park

Director Judy Mayne reported that she had visited with several individuals including a veterinarian about suggestions for a dog park. Councilman Geoff Schroeder has requested that the dog park proposal be added to the April 10, 2017 agenda for the City Council meeting.

V. New Business

A. Water Lease

John Kieffer, who has leased the water in previous years, expressed an interest in using the District's water again this season. His lease agreement is renewable. Attorney McLain had not seen the lease agreement and wanted the chance to review it. Mr. Kieffer stated that he had trouble getting the disc in to kill weeds because of the roadbed. President Art Nelson agreed to meet with him to resolve the problem.

B. Job Opening and Hiring

Attorney Cheresse McLain stated that the job description presented was based on the ICRMP model and was suitable for our needs. She felt the District was ready to publish a notice of a job opening after approving the job description. President Art Nelson made a motion to approve the

