

MINUTES
SPECIAL BOARD MEETING
WESTERN ELMORE COUNTY RECREATION DISTRICT (WECRD)
245 East 6th South, Mountain Home, ID 83647
March 26, 2018 at 6:00PM

I. CALL MEETING TO ORDER/ ESTABLISH QUORUM

1. Director Gillies called the meeting to order at 5:59PM and a quorum was established with all directors present.

The following individuals were present:

President: Dan Gillies

Vice-President: Lee Pierce

Director: Doug Meyer

Legal: Phil Miller

Administrator: Tarl Smith

II. LEGAL

1. Phil Miller presented a draft copy of the Real Estate Lease Agreement for the Little League Minor Ballfield with the City of Mountain Home. The board reviewed the draft and suggested some minor changes. The draft will need to be reviewed by the City of Mountain Home and approved by both parties prior to final approval.

III. ENGINEERING/ ARCHITECT/ CONSTRUCTION

1. Director Gillies addressed the board concerning a meeting with Tiffany Belt of Parks and Recreation and the possibility of building a pool as a joint facility with the Parks and Recreation department staffing the pool facility. Director Gillies would like to meet with Nate Turner of LCA Architects and discuss building a pool facility, possibly as a first phase of building the WECRD Recreational Facility at the 18th Street WECRD property. Director Pierce agreed that it could be an option as a first phase, together with meeting rooms and offices and also suggested that a crossing be added at 18th Street for safe crossing from the schools. Director Meyer also agreed and suggested it may be a good start to building a recreational facility. Director Gillies stated that before any further planning, the discussion with the architect needs to take place. Tarl Smith will contact Mr. Turner and arrange a meeting.

IV. NEW BUSINESS

1. Tarl Smith notified the board that he has been offered a position at the VA Medical Center in Boise and has accepted the offer that was made. Mr. Smith provided a copy of the Administrator job description as a guide for the board to develop a job posting. Director Gillies asked that Mr. Smith put together a list of all of the individuals that he contacts on a regular basis for office equipment maintenance, elections and the various other functions that he performs. Mr. Smith agreed to put together the contact list. Director Pierce asked if he would have up to four hours each week, after starting his new job, to perform training with the new hire and stay on until the end of the year as a consultant. Mr. Smith stated that he would be able to do that. Director Meyer offered to spend some time in the office and fill in, as did Director Pierce if Tarl Smith does get a firm starting date. Director Pierce stated that he would like a few days to look at the job description before posting the notice and possibly add a discussion of the job description and hiring a new individual under an Executive Session in the next meeting.

V. OLD BUSINESS

1. Tarl Smith presented two quotes from STF Lawn Care for mowing, fertilization, maintenance and other items for Railroad Park. The quote was higher than the quote for Aguirre Pest and Lawn, and Mr. Smith has contacted Aguirre Pest and Lawn to better understand the difference in the cost. He stated that the cost may be able to reduced by reducing the amount of services by STF Lawn Care.

2. Director Pierce spoke with the Farmers Market coordinators and has discussed some of the issues that the WECRD may face in managing that activity. The power boxes that have been used in the past belonged to the City and the WECRD or the Farmers Market may have to find another source. It has been requested that the semi-truck parking be moved back to the caboose parking lot for the weekend. Outside parties have stated that the Farmers Market may be functioning illegally because they do not have a lease on the property, which scared the coordinators of the Market. These agencies are no longer involved and the WECRD will work out an agreement with the coordinators. Tarl Smith will ensure that Phil Miller will be in attendance during the Regular Board Meeting to advise the best course of action. The Farmers Market does collect fees and has not paid for the portable restroom, power or water. The WECRD may include these costs in the lease agreement.

VI. GENERAL DISCUSSION

1. Director Lee asked if it is proper procedure to attend a meeting, such as for the Farmers Market vendors and coordinator’s meeting. Director Meyer stated that he did not have a problem with it, but would appreciate a heads up in the future. Tarl Smith stated that he would facilitate notification of attendance of meeting or the dissemination of information.

VII. PUBLIC COMMENT

1. There was no public comment.

VIII. ADJOURN

1. Director Meyer made a motion to adjourn the meeting at 7:07PM. Director Pierce seconded the motion. All Directors voted in favor of adjourning the meeting.

Submitted by:

Tarl Smith, Administrator

Date

APPROVED: _____ as written as amended

Dan Gillies, President

Date