

DES MOINES POOL METROPOLITAN PARK DISTRICT
P.O. Box 98711
Des Moines WA 98198
MINUTES

Martin P. Martinson, President
Nancy N. Kuehnoel, Clerk of the Board; Commissioners Gene Achziger, Eric Kasnick, and Bernadette Barrett
Sandy Paul, District Clerk

Tuesday, November 1, 2011, 7:00 p.m.
Midway Sewer District, 3030 South 240th Street, Kent WA 98032

CALL TO ORDER

The meeting was called to order at 7:04.

ROLL CALL

Present: President Marty Martinson, Clerk of the Board Nancy Kuehnoel; Commissioners: Gene Achziger, Eric Kasnick and Bernadette Barrett; and Des Moines City Clerk Sandy Paul.

PLEDGE OF ALLEGIANCE

The flag salute was led by Commissioner Kasnick.

APPROVAL OF THE AGENDA

ACTION/DIRECTION

President Martinson moved to approved the agenda as submitted; Commissioner Achziger, second. The motion passed.

ADOPTION of Meeting Minutes of the October 4 and 18, 2011 meetings

ACTION/DIRECTION

Commissioner Martinson moved approval of the minutes of October 4, as amended, and October 18, as presented; Commissioner Kasnick, second. The motion passed 5-0.

CITIZEN COMMENT

There was no citizen comment.

OLD BUSINESS

The Capital Assets matrix was a tool for discussion for ideas to develop a budget for 2012.

Highline Design Alliance would charge \$50 per hour for website maintenance. The District Clerk could kept it up to date following an initial update.

Policies and procedures would be a high priority in 2012. A line item would be added in the budget to contract with a firm that does such work.

NEW BUSINESS

An Interlocal Agreement (ILA) with Normandy Park was compiled by District Attorney Brian Snure and would be mailed to the City of Normandy Park. Invoicing would take place now and each April following.

The Background Check Process was complete. Fingerprints are done at the Des Moines Police Department on Wednesdays. A spreadsheet with employee names will be provided to the department. Three individuals will be fingerprinted each Wednesday until all are completed.

The Contract with Aquatic Management Group (AMG) remained in negotiation with insurance issues yet to be worked out.

Revision of Construction Contract for Small Projects

Currently, the contract for multiple contractor bids reads that bids for jobs costing less the \$20,000 are not necessary. President Martinson will ask District Attorney Snure to review that language.

ACTION/DIRECTION

Following discussion, Commissioner Achziger moved to approve a budget of \$16,600 for a Directed Engineering Study (Investment Grade Audit) by McKinstry in conjunction with the City of Des Moines earlier study and grant received. Second by Commissioner Barrett. The motion passed 5-0.

In addition, McKinstry could be employed to inspect equipment at Kenneth Jones Pool to determine which items would be satisfactory for use at the Mt. Rainier Pool.

The deadline date for the *Winter Currents* (with invoices sent to the attention of Sandy) is November 1.

VOUCHER APPROVAL

ACTION/DIRECTION

Commissioner Kuehnoel moved approval of \$21,118.65 in vouchers for the month of November; Commissioner Kasnick, second. The motion passed 5-0.

INFORMATION ITEMS/COMMISSIONER REPORTS

Commissioner Martinson

- Signed a contract with Seattle Commercial Signs
- Will look into interdepartmental transfer of funds for monthly billing by the City of Des Moines
- Reglazing will cost about \$3000
- The lifeguard chair will be repaired

Commissioner Kasnick

- The People's Choice Award went to Dave Markwell's chili; the judges' choice was the chili of the Red Hot Chili Mamas

Commissioner Achziger

- Asked if there was any interest in sharing an Executive Director with the Tukwila Pool District and Normandy Park's Park District

Commissioner Barrett

- Will be available for the meeting on November 16 at 5:00 p.m.

Commissioner Kuehnoel

- The meeting on November 16, 2011 will be a training with Toni Nelson, our finance expert from Visions PS.

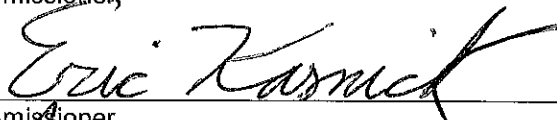
ADJOURNMENT

ACTION/DIRECTION

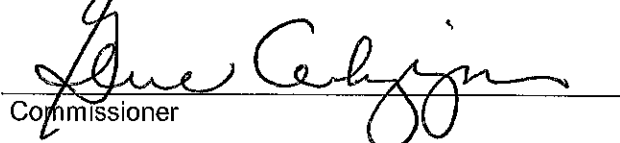
There being no further business to come before the Des Moines Pool Metropolitan Park District Board, Commissioner Kuehnoel moved to adjourn; second by Commissioner Kasnick. The motion carried 5-0. The meeting was adjourned at 9:05.



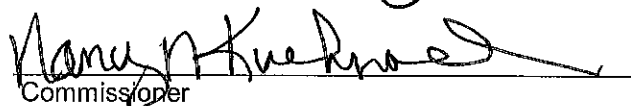
Commissioner,



Commissioner



Commissioner



Commissioner

Commissioner


District Clerk

Meeting Minutes approved December 6, 2011.

12. NEXT MEETINGS
Tuesday, November 15 – Public hearing, 7-9 PM
Wednesday, November 16 – Workshop 4-6 PM
Tuesday, December 6 – Regular meeting, 7-9 PM
13. ADJOURNMENT