

**City of Bethel, Alaska**  
**Parks, Recreation, Aquatic, Health & Safety Center Committee Minutes**

October 23, 2015

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Michelle DeWitt at 6:04 pm.

**II. ROLL CALL**

Comprising a quorum of the Committee, the following were present:  
Michelle DeWitt, Kathy Hanson, Mary Weiss, Judy Wasierski.

Excused absence(s): Barbara Mosier, Rick Robb, Beverly Hoffman

Also in attendance were the following:

Matthew Ross, Parks & Rec.  
Ann Capela, City Manager  
Muzaffar Lakhani, Public Works Director  
Pauline Boratko, Committee Recorder

**III. PEOPLE TO BE HEARD: none**

**IV. APPROVAL OF AGENDA**

MOVED BY:	M. Dewitt	Motion to approve agenda
SECONDED BY:	J. Wasierski	
VOTE ON MOTION:	Unanimously approved	

**V. SPECIAL ORDER OF BUSINESS**

**A. Election of Chair.**

MOVED BY:	J. Wasierski	Elect Michelle DeWitt as Chair.
SECONDED BY:	K. Hanson	
VOTE ON MOTION	Unanimously approved	

**B. Election of Vice Chair.**

MOVED BY:	K. Hanson	Elect Judy Wasierski as Vice Chair.
SECONDED BY:	M. DeWitt	
VOTE ON MOTION:	Unanimously approved	

**V. APPROVAL OF MINUTES**

**VI. DEPARTMENT HEAD REPORT**

Muzaffar Lakhani, Public Works Director reported, that July 1<sup>st</sup> was when the Parks and Recreation moved under the Public Works Department. The 4<sup>th</sup> of July was the first big

event under the Public Works Department. Parks and Recreation department currently has two full time employees Matthew Ross and Cory Nelson. During the summer two temporary employees were hired.

Representing the Parks and Recreation, Matthew Ross reports that the department wrapped up their 15<sup>th</sup> successful season which went well. The board walk seems to be never ending repairs. They are currently working on the Slough Park and building a basketball court. Mr. Ross also added that wished that the 4<sup>th</sup> of July festivities not all rested on him, but will refer to notes in the past and see other option that may be available.

## **IX. UNFINISHED BUSINESS: none**

## **X. NEW BUSINESS**

### **A. Establish Regular Meeting Date.**

The committee came to the agreement on the new time and date for the monthly meeting which will be the first Monday of every month at 6:00 pm at the City Hall.

### **B. Review Goals and Expectations:**

-A live clock on the website showing the amount of power that the wind turbine is giving.

-Pool Manager should attend meetings so that the committee knows what's going on with details.

-Boiler Maintenance: the pool temperature has been an issue which should be addressed.

-Fencing: Some areas should be fenced in around the community.

## **XI. MEMBER COMMENTS**

M. Weiss – I'm just glad that we are here, hope we can help.

M. DeWitt –Thanks everyone, Thank you Zef for taking Parks and Rec. under your wing, and making sure that Pauline and Matt got off on a good start.

M. Lakhani-Thank you for your time. Thanks for your support.

J. Wasierski – none

M. Ross- I am excited for the guidance and running ideas through someone else besides myself, Zef, and Clair.

## **XII. ADJOURNMENT**

MOVED BY:	K. Hanson	To adjourn the meeting at 7:20 pm
SECONDED BY:	M. Weiss	
VOTE ON MOTION	Unanimously approved	

With no further business before the Committee, the meeting adjourned at 7:20 p.m.

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2015.

Pauline Boratko 11/2/15

Pauline Boratko, Committee Recorder

Michelle Dewitt

Michelle Dewitt, Chair

11/2/15

**City of Bethel, Alaska**  
**Parks, Recreation, Aquatic, Health & Safety Center Committee Minutes**

November 2, 2015

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Michelle DeWitt at 6:03 pm.

**II. ROLL CALL**

Comprising a quorum of the Committee, the following were present:  
Michelle DeWitt, Kathy Hanson, Mary Weiss, Judy Wasierski, Rick Robb, Beverly Hoffman

Excused absence(s): Barbara Mosier

Also in attendance were the following:  
Matthew Ross, Parks & Rec.  
Ann Capela, City Manager  
Pauline Boratko, Committee Recorder  
Raunicka Ray, Pool Manager

**III. PEOPLE TO BE HEARD: none**

**IV. APPROVAL OF AGENDA**

MOVED BY:	R. Robb	Motion to approve agenda
SECONDED BY:	B. Hoffman	
VOTE ON MOTION:	Unanimously approved	

**V. APPROVAL OF THE MINUTES:**

MOVED BY:	K. Hanson	Motion to approve the minutes
SECONDED BY:	M. DeWitt	
VOTE ON MOTION:	Unanimously approved	

**VI. DEPARTMENT HEAD REPORT:**

Matthew Ross, Parks and Recreation representative states that the department has \$70,000 from the tobacco sales tax that has been sitting for a couple of years that is meant to repair the board walk. Raunicka Ray asked if there could be some lighting on some of the board walk areas that are most used which would cost a lot of money but it can be looked into.

MOVED BY:	K. Hanson	Motion to accept department on boardwalk lighting and department report from M. Ross
SECONDED BY:	J. Wasierski	
VOTE ON MOTION:	Unanimously approved	

**IX. UNFINISHED BUSINESS: none**

**X. NEW BUSINESS**

- a. Capital Fund Trails: \$70,000 from the tobacco tax to fix the board walks, \$9,000 of that will be paid to the engineer to come to see what kind of options there is for the repair of the board walk. The board walk is in bad shape. We are currently in our winter months and experiencing freezing temperatures. Beverly Hoffman suggested that a railing be put on slanted areas for the time being until actual repair or replacement of the board walk. Matthew Ross will see what he can do to, it was suggested that temporary railings will be put on slanted damaged board walks to help prevent injury.

MOVED BY:	B. Hoffman	Motion to safety patch work on boardwalk
SECONDED BY:	M. DeWitt	
VOTE ON MOTION:	Unanimously approved	

- b. Pool Operations Plan: Flyers are suggested to be hung around town to gain more attraction to the health and fitness center. A suggestion was made to put some advertisement on the transit buses. The pool will also be closed for two weeks for scheduled maintenance. The renewal of the contract with the United Pool Company is coming up which needs a 120 day notice, and a decision should be made at the end of them month. The computerized thermostat for the pool temp will need some maintenance to have it automatically set.
- c. Pool Usage: To increase the usage of the fitness center was suggested that they find out the schedule of school activities that have students come into town to notify and schedule them use the pool and fitness center. Also a sign pointing in the direction of the pool would help gain more attraction. Raunicka Ray suggested that the bus stops should be rerouted to stop at the fitness center.
- d. Pool Financial Report: A financial report from the director of finance to see expenses, revenue, and cost in better detail.

MOVED BY:	B. Hoffman	Motion to receive financial report from director, Hansel Mathlaw
SECONDED BY:	M. DeWitt	
VOTE ON MOTION:	Unanimously approved	

- e. 4-H Youth After School Program: The after school program at the teen center has been discontinued, but another has been started at the fitness center charging parents \$4 per child per day. They are currently in the process of perfecting the program gaining more kids, cost of food, and use of the pool and fitness center.

- f. Corporate Discounts: Corporations and businesses are working with the Raunicka on a 25% match for employee discounts. All Bethel businesses will get that offer of an employee discount agreement with the fitness center. Any other businesses with employees should refer to Raunicka Ray to get a discount.

**XI. MEMBER COMMENTS**

- M. Weiss- Good Meeting! There will be a health fair on November 14<sup>th</sup> from 8am-2pm at the Cultural Center.
- J. Wasierski- I am pleased, but I am a bit concerned, can we do it with one meeting a month? How about an extra meeting since there is so much there being a new committee?
- B. Hoffman- Thank you Raunicka and your staff for addressing some of the cleaning concerns that were happening.
- R. Robb-Good to get this going, I know we have a lot of work.
- K. Hanson- I am so excited to be on this committee, do your homework and read up on information to be ready for discussion. I have to see a hard copy of the packet a head of time.
- M. Ross- no comment
- R. Ray- The gaps on the report that you see from October are because reports are not due on the 10<sup>th</sup> of the following month.

**XII. ADJOURNMENT**

MOVED BY:	B.Hoffman	To adjourn the meeting at 8:15 pm
SECONDED BY:	M. Weiss	
VOTE ON MOTION	Unanimously approved	

With no further business before the Committee, the meeting adjourned at 8:15 p.m.

APPROVED THIS 7<sup>th</sup> DAY OF DECEMBER, 2015.

Pauline Boratko 12/7/15

Pauline Boratko, Committee Recorder

Michelle Dewitt

Michelle Dewitt, Chair

12/7/15

**City of Bethel, Alaska  
Parks, Recreation, Aquatic, Health & Safety Center Committee Minutes**

December 7, 2015

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Michelle DeWitt at 6:15 pm.

**II. ROLL CALL**

Comprising a quorum of the Committee, the following were present:

Michelle DeWitt, Kathy Hanson, Beverly Hoffman, Mary Weiss arrived at 6:25 pm, and Judy Wasierski arrived at 6:11pm

Excused absence(s): Rick Robb

Also in attendance were the following:

- Matthew Ross, Parks & Rec.
- Ann Capela, City Manager
- Pauline Boratko, Committee Recorder
- Raunicka Ray, Pool Manager
- Barbara Moiser

**III. PEOPLE TO BE HEARD:**

Ronda Sargent- suggested to the committee that a water safety event take place at the Pool during the spring break students have in March of 2016.

**IV. APPROVAL OF AGENDA**

MOVED BY:	B. Hoffman	Motion to approve agenda
SECONDED BY:	J. Wasierski	
VOTE ON MOTION:	Unanimously approved	

**V. APPROVAL OF THE MINUTES:**

MOVED BY:	J. Wasierski	Motion to approve the minutes
SECONDED BY:	K. Hanson	
VOTE ON MOTION:	Unanimously approved	

**VI. DEPARTMENT HEAD REPORT:**

Matthew Ross, Parks and Recreation representative reported on the Log Cabin use. Not much detail was presented but the Log Cabin is rented on a monthly basis and not on a daily basis. A dollar amount was given to the committee.

**IX. UNFINISHED BUSINESS:**

- a. Capital Fund Trails- The trail from the hospital to the University of Alaska- Kuskokwim Campus needs repair

MOVED BY:	B. Hoffman	Motion to require Public Works Director to use funds for existing trails
SECONDED BY:	K. Hanson	
VOTE ON MOTION:	Unanimously approved	

- b. Pool Operations Plan: Advertisement to gain public attention assisting Raunicka Ray and Mike Chung

MOVED BY:	B. Hoffman	Motion to adopt two subcommittee for advertising and pool temp regulation
SECONDED BY:	K. Hanson	
VOTE ON MOTION:	Unanimously approved	

MOVED BY:	B. Hoffman	Motion to make sure that the week the pool is shut down for cleaning is the first week of school
SECONDED BY:	J. Wasierski	
VOTE ON MOTION:	Unanimously approved	

- c. Pool Financial Report: Pool Financial report from October was presented to committee. A new time suggested for committee meeting is now set for the second Monday of every month to receive previous month's report. A financial report for the Pool is due after the committee meets on that first Monday of the month.
- d. 4-H Youth After School Program: After school program at Pool estimated at 14-16 kids from 3 pm- 5:30pm Tuesday-Friday \$350 per child that includes meals.
- e. Corporate Discounts: Yukon Kuskokwim Health Corporation and Yuut Learning Center are the only two companies that have currently discounts. The committee is currently working with the Lower Kuskokwim School District (LKSD), Association of Village Council Presidents-Regional Housing Authority (AVCP-RHA), and the Association of Village Council Presidents-Incorporated (AVCP-Inc) to get them discounts at the Pool.

**X. NEW BUSINESS:**

- a. Option to renew contract with United Pools- The committee decided NOT to vote at this time on making a recommendation to Council to pursue the option to renew the contract with United Pools. The committee prefers to wait for the results of the City's efforts to perform a more thorough review or audit of United Pools' contract performance thus far.
- b. Board walk behind University of Alaska- demolish old boardwalk and make new trail.

MOVED BY:	B. Hoffman	Motion to City Council to use tobacco tax for board walk repair up to \$270,000
SECONDED BY:	K. Hanson	
VOTE ON MOTION:	Unanimously approved	

**XI. MEMBER COMMENTS**

- M. Weiss- Good meeting! Sorry I was late, and just to let everyone know I will be out of town up until January 6, 2016
- J. Wasierski- I felt good about the meeting, and the relationship with Raunicka.
- B. Hoffman- Do something about warmer pool temperatures, I also recommend wall heaters.
- K. Hanson- Keep reading, be prepared.
- M. Ross- no comment
- R. Ray- no comment
- M. Dewitt- I'm going to be working with Matt in the near future on a winter event in March.

**XII. ADJOURNMENT**

MOVED BY:	B.Hoffman	To adjourn the meeting at 8:11 pm
SECONDED BY:	J. Wasierski	
VOTE ON MOTION	Unanimously approved	

With no further business before the Committee, the meeting adjourned at 8:11 p.m.

APPROVED THIS 11<sup>th</sup> DAY OF January 2016.



Pauline Boratko, Committee Recorder



Michelle Dewitt, Chair