

MEETING MINUTES

NOVEMBER 17, 2024

BOARD OF DIRECTORS GENESEE RECREATION DISTRICT LATAH COUNTY, IDAHO

NOTICE IS HEREBY GIVEN to the patrons of the Genesee Recreation District
that a meeting will be held on

November 17, 2024, 6:00 P.M. @ Rec Field House @ 300 S. Pine Street Genesee, ID

The agenda for the meeting is as follows:

1. Roll Call

a. Genesee Recreation District Commissioners Present at Meeting:

Art Lindquist

Jay Meyer

Kayla Brown

b. Visitors/Members of Public:

1. Harlan Zenner

2.

2. Approval of Minutes/Bills

a. Meeting minutes for Regular Meeting October 20th, 2024.

Motion made by: Jay Meyer

Second by: Kayla Brown

All ayes in favor, motion passes

b. Bills

1. City of Genesee \$196.97/Mo

- Art request shut down part month of November

2. Home Depot \$31.77 Well shut off tool

3. Harbor Freight \$201.39 Sump Pump

4. Kings Throne \$95 (Art contacted to turn service off)

5. Costco TVs and wall mount \$845.48

Motion made by: Kayla Brown

Second by: Jay Meyer

All ayes in favor, motion passes

3. Reports

a. Field maintenance Updates

1. Follow up with Sprinkler company (Art - Update)
Request summary of work completed and issues remaining.
2. Follow up with next year plans for help for sprinkler maintenance and mowing.

b. Concession Building

1. Winterize building (**Jay Meyer**); after Turkey Shoot (Oct 27th, 2024) - Started Friday November 15th; and finishing Monday November 18th
2. Bathroom locks need changed out still; Broken light switch; caulk still not complete (Jay Meyer follow up with Cleveland Construction) – Items Completed
3. Garage Door needs to install springs to prevent damage – Art to order online and Jay Scharnhorst offered to install
4. Timer for bathroom fan needs changed to motion and turn off after 15 minutes instead of on all the time – find instructions, in storage room?

c. Trash and Port-a-potty service – cancelled service for winter

4. Old Business

a. Fall Workday

1. List tasks for fall workday

Tentative October Tasks

- A. Blow out sprinklers (need big air compressor) (Art Lindquist) **COMPLETED**
- B. Purchase any remaining supplies for flagpole light, potentially work on flagpole light – waiting for Mike Uhlenkott availability, he is donating his time/truck
 - a. Confirmed with Doug Quint:
 - i. need wire for stretch of conduit from new panel outside of concession stand to dugout panel and need wire from concession stand new panel to north softball field junction box (200 Amp wire).
 - ii. Also need photo eye at panel at dugout.
 - iii. Wire purchased and stored in baseball field south dugout storage for stretch from dugout panel to flagpole. Need to run 3 wires from dugout panel to ground box. Then spliced from ground box to flagpole

Tentative November Workday Tasks

A. Material Bunkers

- ✓ Materials needed: will need 2 load of 5/8 inch gravels and fence needed on top of box + gate entrance to bunkers (hall in prior to fall field workday) (Jay Meyer delivered gravel)
- ✓ Install Material Bunkers remaining, anticipated next spring

B. Flag Pole

- Light - Need to purchase remaining supplies and coordinate with Mike Uhlenkott for use of truck. (Schedule field workday in fall 2024) (Jay Meyer coordinate)
- Weeding

C. ADA Shelf install

- D. Winterize Concession building after November 10th turkey shoot including turning off water meter, sewer, and garbage. Completed by November 18th

b. 2025 Projects

Update on Gathering costs and develop alternatives and draft Capital Improvement Plan (projects, cost estimate, and funding plan)

1. Field Lights

A. Musco

Review updated Musco proposal and develop list of questions to send for clarification (Kayla Brown)

Question 1: What is the cost of just the light to mount to an existing pole?

Question 2: What is the cost of reducing the estimate by (6) 80-foot poles if we can refurbish the ones we have?

Question 3: What is the cost without the wood poles (we will supply our own)?

Question 4: Airport field in LWS – cost to acquire lights or just the poles?

B. Currently not being used City of Lewiston field lights (4) follow up (Kelly Caldwell)

C. Estimate of Install – Site Visit by Electrician (Art Lindquist)

D. Discuss Funding Options (Kayla)

2. Football/Multi-Purpose Field

A. City Moving Forward with Letter of intent and street vacations – Send revisions to City

c. Banking Account Change

1. Make change to P1FCU and shutdown Wells Fargo Sept. 30th, 2024. (**Art get paperwork started**); Jay and Kayla follow up with signature

2. Motion: Kayla Brown makes a motion to add approved signatories for all Rec District Commissioners (Art, Kayla and Jay) to both checking and savings account at P1FCU

- Second: Jay Meyer
- All ayes in favor, motion passes

3. Need new EIN (Art to Complete)

4. Idaho Secretary of State – type of organization needed (Art to Complete)

5. Copy of Idaho Code bylaws

d. Idaho Water Resources/ Well Project To Complete 2024

1. Art to coordinate with South Latah Hwy District to coordinate on well – we are independent of each other; just being neighborly

Art contacted Idaho Water Resource Board – currently in good standing; application will need completed in 2027. Art to send summary to board.

e. Draft Community Wide Survey for internal review

Kayla provided a draft community wide survey prior to meeting, seeking feedback from Jay Meyer and Art Lindquist. Official approval of survey will be on next regular meeting agenda for approval followed by advertisement.

Motion: Kayla made a motion to approve survey for advertisement to 83832

Second: Jay Meyer

All ayes in favor, motion passes

Advertisement – City website; bulk mailer to 83832 zipcode – PNW or school can facilitate; school – weekly newsletter; Genesee Rec District website

Outstanding Items To Be Completed – Tabled Last Meeting:

a. Bathrooms/ Concession

1. Finalization

A. Punchlist Items for Cleveland Construction

- ✓ Caulk on north side siding
- ✓ Trade out Occupied/Vacancy Indoor Lock for Outdoor Locks that can be locked from exterior door. Need Keys back from Brandon Cleveland.

B. Complete install on remaining ADA shelves adjacent concession stand window openings (south/west windows left) prior to end of November

C. Purchase fridge prior to next baseball/softball season (February/ March)

D. Replace/trade out sink prior to next baseball/softball season (February/March)

E. Install storage shelf/storage room separator (Gun Club and Genesee Rec District); Idea of Jay Scharnhorst that he may have some shelves that could be painted.

F. Install different toilet paper dispenser prior to next softball/baseball season (February/March)

2. Concessions checklist/ Use Rules. Will need to follow up with a use agreement and checklist once concession building is completed.

Kayla to Draft and have complete by spring use 2025

b. Draft MOU With Users of Sports Field Complex – To Be Drafted and Finalized by first quarter 2025

c. Pursue I9 Independent Contractor to Assist with Clerk Duties

5. New Business

a. No new business

6. Adjournment