

PARK
BOARD
MINUTES

1961

MINUTES

Park Board Minutes

1961

6/23/61

4/2/62

4/30/62

3/12

3/25/66

3/2/67

4/28/67

MINUTES OF A PARK BOARD MEETING
March 2, 1967

The meeting called to order by acting Chairman, Harold Cornell.

Present: Curtis, Jaquith, Gainer, Redding, Cornell, Belanger, Nicklous.

Additional lighting in Memorial Park was discussed.

Jaquith-Gainer motion to recommend to the City Council that more lights be installed in Memorial Park. Carried.

Recommendations of Mrs. Gardner for painting the shower stalls and putting up curtains in front of stalls in womens dressing room was discussed.

Gainer-Redding motion to have the Park Superintendent paint the stalls and buy curtains and put them up in the womens dressing room. Carried.

Mr. Cornell stated the Veterans Committee had adopted a resolution to proceed with the plans and financing of the public rest room in Memorial Park.

Mr. Nicklous stated the Junior Chamber of Commerce had requested the use of Hoover Park for their annual Easter egg hunt.

Redding-Jaquith motion to grant use of City parks to the JCs for their Easter egg hunt on March 25th. Carried.

Mr. Nicklous asked the Boards opinion on improving the corner of the park at Third and River so that it could be used for parking. It was the opinion of the board that the Superintendent should go ahead and do this work in regular line of park maintenance.

Mr. Cornell stated there was \$36,000. in principal due on the Swimming Pool bathhouse plus interest to be paid of \$14,190. This must be paid in annual installments of \$2000. on principal plus interest. He asked what were the wishes of the Board regarding this debt, if the Parks were leased to the Park and Recreation District.

Gainer-Redding motion to recommend to the City Council that the Park and Recreation District pay enough annual lease payment to pay the principal and interest due annually on the Swimming Pool bathhouse bonded debt, at time of leasing the park system of the City to the District. Carried.

Gainer-Redding motion to recommend to the City Council that a fair value be put on all tools and equipment now being used in the City's Park system, and the items that cannot be used by the City's Public Works Department be sold to the Park and Recreation District. Carried.

Gainer-Cornell motion to adjourn. Carried.


Secretary

HAROLD CORNELL (s)

Acting Chairman

MINUTES of the PARK BOARD MEETING
APRIL 28, 1967

The meeting was called to order by the Acting Chairman, Harold Cornell.

Present were Messrs. Gainer, Cornell, Redding, Jaquith and Curtis of the Park Board; Herbert Swift, City Attorney; and Councilmen Hall and Lyon.

Minutes of the previous meeting were read and approved.

Mr. Swift read the proposed lease agreement submitted by the Chehallem Park and Recreation District for leasing the City of Newberg parks and swimming pool facilities. Each section of the proposed lease was discussed at considerable length by all present.

GAINER-REDDING motion to revise Section 4 to include notice of cancellation of the lease by lessor or lessee be made between October 31 and January 1, for the following year, and that all renewals be made on a yearly basis. Carried.

GAINER-CURTIS motion to revise Section 1 and Section 2 to state that all park equipment such as tables, swings and benches remain in the parks. Each piece of equipment to be listed by the Superintendent of Parks and their location.

This was amended to provide that tables and benches could be temporarily moved for special occasions within the City of Newberg, but must be returned to the designated locations. Carried.

GAINER-CURTIS motion to delete Section 7 pertaining to capital improvements and to be re-worded by the City Attorney. Carried.

REDDING-GAINER motion to re-word Section 8 to provide that the lease amount of 1967-1968 be equal to the annual interest payable on bonded debt in the amount of \$1,390.00 and \$1.00, and that it further provide for the payment in 1968-69 the principal of \$2,000.00 for years 1967-68, plus the 1968-69 principal of \$2,000.00 and the interest for 1968-69 in amount of \$1,315.00 and \$1.00. Carried.

GAINER-CURTIS motion to recommend installation of water meters in all parks and to charge the Park & Recreation District for all water used in the parks, plus the appropriate sewage-user charge. Carried.

Minutes of the
Park Board Meeting
April 28, 1967

2

REDDING-GAINER motion to send a letter to the Chehalem Park & Recreation District recommending that the present Park Superintendent, Martin Nicklous, be retained as Park Superintendent for the District.

GAINER-REDDING motion to hire Jim Robertson as part-time help in the Parks during this summer. Carried.

REDDING-GAINER motion to hire Mrs. Gardner as Pool Manager for the summer. Carried.

CURTIS-GAINER motion to contact Messrs. Stacy, McCain, and Windsor regarding their dedicating a portion of their property to the City of Newberg for park purposes. Carried.

JAQUITH-REDDING motion to adjourn. Carried.

WALTER JAQUITH

Acting Secretary

a

HAROLD CORNELL

Acting Chairman

Opened by — Ensign Scott Leavitt
The Park Board wants the Park Superintendent
to have the right to purchase supplies
~~without~~ within his budget, with the approval
of the Park Board at which the Mayor is a
member.

Motion made by Russ Gainer
Seconded by Mayor Curtis
Unanimously Carried —

Notify Russ Gainer when Budget Committee
meets.

Board Moved by Walter Teague - Seconded by Gainer
Motion made to permit the J.C.s to
put up no litter posters in the Parks with
the cooperation of the City Park Supt.
Park Board —

Wants Council to approve of
Removal of old garage building in Hoover Park
near bath house.

When can Parking Lot area be black topped.
? Can this be added to this years budget.

Suggestion by Park Superintendent,

Wapto Fertilizer for Parks 1/2 Ton Total

by Harold Cornell



NEWBERG BERRIANS

NEWBERG, OREGON

April 30, 1962

City of Newberg, Park Board
c/O City Recorder
Newberg, Oregon

Gentlemen:

On Saturday, July 28, 1962, the Newberg Berrians are holding their annual Berrian Festival Parade.

In regard to this event, would it be permissible for our group to make the swimming pool available to the members of various bands participating in our Berrian Festival Parade?

We feel that making the swimming pool available to these units would be appreciated by everyone concerned.

Sincerely yours,

A handwritten signature in blue ink that reads "Jerry Mammenbach". The signature is written in a cursive style with a large, flowing "J" and "M".

Parade Chairman

JM:lm

Newberg Municipal Swimming Pool
Manager's Report
and
Recommendations

Robert R. Dent
April 2, 1962

1. Close Swimmng Pool night of Queens Coronation and also on Berrian Festival day - July 15th.
2. Swimming Pool open house the evening of June 26th- Monday.
3. Swimming pool personel hired on basis of last years pay rate:

Pool Manager	1.68
Head Life Guard	1.64
Asst. " "	1.15
Room Attendant	1.15

4. Park Budget - 1960-1961 - \$7600.00
Over approximately \$4500.00

5. Park Budget - 1961 -1962 - \$8000.00

Labor-Foreman	\$4260.00	(12 mos)
Assistant	1000.00	(3 ")
Swim Pool	<u>2400.00</u>	(3 ")
	\$7660.00	
Supplies,Etc.	340.00	

1961 Pool Operation
Newberg Municipal Pool
Manager's Report

The supplies on hand at the beginning of the season were adequate except for the following shortages:

Purification supplies,

1. Two bags (100 lb.) soda ash
2. One bottle of chlorine gas

Cleaning supplies

1. No disinfectant was provided - two gallons required.
- Note; shower soap supply will be adequate for next summer.

First Aid supplies,

1. Gauze compress pads (2 boxes four inch squares)
2. Adhesive tape - fabric, not plastic - three rolls
3. Cotton
4. One ~~mask~~ - we have one but need another
5. One small tube of burn ointment.
6. One Venti-Breather

Available from:

Venti-Breather Products, Inc.
725 15th Street N. W.
Washington, 5, D. C.

I had asked for this piece of equipment last year because of its ease and safety of operation. I do not approve the use of tubes shoved down a person's throat when a better method of artificial respiration can be used.

The following items are required for improvement and repair:

By the inspector from the Oregon State Board of Health.

1. Paint the upper lip around the pool including anti-slip sanding
2. Paint the bottom with a light, even, and lasting pool paint
3. Obtain a new Phenol Red test solution for the Ph tester
4. Obtain a new water testing kit with lower ranges in the chlorine and Ph tests
5. The bottom of the pool and the complete wading pool is in great need of repair of holes and rough spots
6. OBTAIN ONE CHLORINE GAS MASK

There is a small break in the fiberglass covering of the diving board which will lessen the life of the board. The mounting stand for the board is becoming quite wobbly.

The west end of the pump house reflects into the water in the evenings and makes vision by the guards difficult; dark paint would aid this situation.

Need two bamboo poles, about 15-20 feet long, for reaching rescues.

The following checking pins are missing;

- A- 1, 3, 5, 29, 33, 68
B- 15, 63

Proposed Pool Schedule

Monday through Friday

Lessons - 8AM to Noon and 5:30 to 6:30

Regular sessions -

12:30-2:00, 2:15-3:45, 4:00-5:30, 6:30-8:00, (8:05-9:30)

Saturday

No Lessons

Regular swimming hours

Sunday

Regular afternoon swimming hours

Staff Schedule														
time	9	10	11	12	1	2	3	4	5	6	7	8	9	10
Manager (Sun-Fri) (Sat off)	X	X X	X X	O X	X X	X X	X X	X X	XX	X O	X X	X X	X O	
Checker (Mon-Sat) (Sun Off)		X X Sat O	X X O	O X O X	X X X X	X X X X	X X X X	X X X X	X O X O	O O O X	O O X X	O O X X	O O X O	
Head Guard (Sat-Thurs) (Fri off)		X X	X X	O X	X X	X X	X X	X X	X O	O X	X X	X X	X O	
Guard#2 (Tues-Sun) (Mon off)		O	O	O X	X X	X X	X X	X X	X O	O X	X X	X X	X O	
Swing Guard (Mixed hours) (Tu-Th) (Fri, Sat, Mon) (Sun)		X X	X X	O X O X	X X X X	X X X X	X X X X	X X X X	X O X X	O X O O	X X X X	X X X X	X X X O	X O O

Cleaning is done by swing guard each evening

Weekly cleaning is done Saturday morning

Personel:

Manager, head guard, and swing guard are to be male positions

Checker and guard #2 are to be female positions

Time:

There is to be three hours of added operation each day

Sunday will have an additional hour and a half.

There will be a complete day's schedule Monday through Saturday

There should be a certain amount of economy due to planning the jobs to fit the pay scales. If the revenue obtained from this plan doesn't come up to expectations then an alteration should be made in the evening operation. More promotion should help the money problem to some extent.

"On Call" pay for rained out days should be decreased.

Financial feasibility

Economy

- Open pool hours
 - Minimum number of swimmers
 - Consideration of weather
- Staff reduction for slack evenings
- On Call pay
 - Was full day's pay
 - Reduce to 1/3 to 1/2 of day's pay
- Non-technical jobs such as morning cleaning should be turned over to those personnel on the lower pay scales.

Revenue

- The income from admissions and the cost of operation should remain at the same ratio. Promotion of adult swimming would help this situation.
- The pool should not be open for any session which will not account for at least 1/3 to 1/2 of it's cost.
- The Red Cross doesn't mind a charge for the use of the pool in relation to it's lesson program. Ten cents per lesson or a one to two dollar course charge would help finance pool operation. Additional charge may be assessed to non-residents taking swimming lessons. This may also be applicable for the regular swimming sessions.

OREGON STATE BOARD OF HEALTH

SWIMMING POOL INSPECTION FORM

POOL Newberg Municipal Pool MANAGER Robert R. Dent
 ADDRESS Newberg PERMIT ISSUED July 20, 1961

SIR: AN INSPECTION WAS MADE OF THE ABOVE NAMED POOL ON 8-4-61. THE DEFECTS ARE NOTED BELOW WITH A CROSS (X). (ITEM NUMBERS CORRESPOND WITH SECTION NUMBERS OF SECTIONS 42-075 TO 42-120, CH 333 OF OREGON ADMINISTRATIVE RULES RELATING TO PUBLIC SWIMMING POOLS AND BATHHOUSES).

115(2) POOL RECORDS CURRENT AND AVAILABLE SATISFACTORY SENT TO OSBH MONTHLY	((((X)	100(11) WALKWAYS SMOOTH, NON-SLIP ADEQUATE DRAINAGE CLEAN	(((((	115(10) SWIMMER LOAD	((
115(3) BACTERIOLOGICAL SAMPLES WEEKLY SUBMISSION SATISFACTORY	((((	100(17) FOOT WASHING FACILITIES 115(13) NONE ((FLOW-THRU CLEAN ((FOOT-SHOWER ((	((((	110 DRINKING WATER APPROVED SOURCE APPROVED FOUNTAIN	((((
115(7) TESTING EQUIPMENT AVAILABLE SATISFACTORY <u>old reagent</u> PH <u>Ranges too high</u> CHLORINE	(((X X	100(2) POOL FINISH <u>Peeling and chipping</u> 100(7) WATER DEPTH MARKINGS	X (	100(16) BATHHOUSE FACILITIES SPACE ((SOAP ((LIGHTING ((TOILETS ((VENTILATION ((FIRST AID ROOM ((DRAINAGE ((STORAGE ((HOT WATER ((CLEAN ((FLOORS CLEANED & DISINFECTED DAILY ((NO PERVIOUS MATS OR FLOOR COVERINGS ((	(((((((((
115(4) POOL WATER CONDITIONS (5) CLARITY <u>cloudy</u> (6) CHLORINE, 0.4-0.6 PPM PH, 7.2-7.6	X X X	100(8) LIFELINE SATISFACTORY TYPE LOCATION	((((	115(17) PERSONAL REGULATIONS (18) PROPERLY ENFORCED SIGNS POSTED REQUIRING SHOWERS	((((
<u>Pool closed for evening.</u> 100(15) OVERFLOW CHANNELS, SKIMMERS (8) FUNCTION PROPERLY CLEAN PROPER WATER LEVEL <u>Low</u> <u>closed for the evening</u>	((((X	100(10) LIFEGUARD CHAIRS 100(9) LADDERS AND STEPS 100(4) DIVING APPARATUS BOARD-DECK LEVEL ONE METER <u>chipped surface</u> THREE METER OTHER - SEE REMARKS	(((((X ((	105 MECHANICAL EQUIPMENT PROPERLY OPERATED AND MAINTAINED ((FILTERS ((PRESSURE GAUGES ((FLOW METER ((RECIRC. PUMP ((CHLORINATOR ((HAIR STRAINER ((GAS MASK ((CHEM. FEEDERS ((PRECOAT FEEDER ((SLURRY FEEDER ((	((((((((
100(13) INLETS AND OUTLETS FUNCTION PROPERLY	(((	100(18) POOL ROOM CONDITIONS (20) LIGHTING (21) ACOUSTICAL CONTROL VENTILATION	(((((	115(15) ATTENDANT ON DUTY AT ALL TIMES REASONABLY COMPETENT	((((
100(12) POOL AREA SWIMMERS ONLY ADEQUATE ENCLOSURE	((((			SAFETY EQUIPMENT RING THROWING BUOY WITH LINE REACH POLES	((((
120 WADING POOLS RECIRCULATED FLOW-THRU SPRAY POOL	(((((	DRAINED DAILY WATER CLARITY AND CLEANLINESS CHLORINE, 0.4-0.6 PPM	(((((	PROPERLY FENCED TOILETS NEARBY CLEAN	(((((

REMARKS: 115(7) Test set ranges are too high - replace with kit with ranges: Chlorine: "Bracketing" 0.4-0.6, pH range: "Bracketing" 7.2-7.6. See our letter of Aug. 7, 1959. Fresh reagent must be provided. 115(4)(5)(6) Water Conditions must be maintained within O.S.B.H. standards 100(8) Proper water level must be maintained. 100(2) Pool must be refinished before next season. 105 A scale or gauge for the chlorinator is recommended. A gas mask is required and must be provided.

DATE August 8, 1961 INSPECTED BY Harry Gunderson TITLE Inspector O.S.B.H.
 PHE-18 3-8-60 W.S. & S.P.