

**JEFFERSON COUNTY  
PARKS & RECREATION DISTRICT #1  
MINUTES OF A REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS  
NOVEMBER 8, 2016**

The meeting was called to order at 6:05 p.m. at the Laurel B. Johnson Coyle Community Center, Quilcene, Washington.

Present were Commissioners Robinson, Schmitt, Bohman, with minutes by Bohman

**Previous Minutes.** Minutes from the October 11, 2016 meeting were approved.

**Treasurer's Report.** Reports prepared by RH showed an available balance of \$26,616.99. Voucher Nos. 78744 thru 78751 for a total of \$2,941.09 were submitted for approval. Moved by CB and seconded by DS that the Treasurer's Report be accepted.

**Calendar.** LR reported that the community lunches continue each Thursday and are being well attended. CWC will host their annual turkey dinner on November 12. A concert will be held on November 20. A community Thanksgiving meal will be held on Thanksgiving Day at noon.

**Old Business.**

**Sport Court.** GE and CB are currently updating cost estimates. GE has purchased the basketball hoop, pole & the volleyball/pickle ball set with poles.

**Exterior Light.** RH is working on the replacement of light fixtures. The end building light is now burnt out. With early darkness, it is imperative that we replace these as soon as possible. DS will contact RH about the timeline for work being done.

**Chimney.** As of a couple of weeks ago, the chimney is now leaking again. DS & LR will continue to monitor the situation. They will cover the top of the chimney with a tarp for the winter. This will be a test to help eliminate one of the variables which could be causing it to still leak. DS moved and CB seconded a motion to spend up to \$25.00 to purchase a tarp for the project. Approved.

**Toandos.org.** RH continues to work with Network Solutions to transfer ownership of the domain name.

**Cleaning.** Chrissy is now the weekly center cleaner. LR will be responsible for cleaning ceiling cobwebs and pendant lights. LR will soon go through the refrigerator and freezers to assess stored food and wipe the appliances down.

**Kitchen.** Pat purchased new bar mop rags.

Crash Bar. LR will find the necessary parts and do the repairs in the near future.

**New Business.**

Furnace. The furnace has been making new noises. LR has scheduled Josh White from Port Townsend to service the furnace on November 17.

Kitchen Signs. DS requested we look at making new signs to replace the tired ones in the kitchen area. CB will create the new signs and have them laminated.

Food Storage. CB brought a request from Colleen Faragher-Horwell to use part of a freezer to store emergency ready-to-eat frozen food (sandwiches, cookies, bars). Colleen has been in conversation with Quilcene Fire Chief Karp who expressed a need for such food for his crew when they are on a major extended fire response and cannot wait for people to prepare food. There will be two food storage locations – one at the fire station and one on the Coyle. All agreed to allow Colleen to store the food in the top half of the freezer to the left by the emergency storage closet. Colleen will be responsible for watching the dates on the frozen items.

Pea Patch Water. LR will be turning the water off to the Pea Patch Garden and draining the pipes for the winter.

A Motion was made by DS to adjourn the meeting at 6:38 p.m., seconded by LR and approved.

Respectfully submitted,

Cathy Bohman