

**JEFFERSON COUNTY  
PARKS & RECREATION DISTRICT #1  
MINUTES OF A REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS  
SEPTEMBER 11, 2018**

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, Hull, Elmer and Bohman.

Previous Minutes. Minutes from the August 2018 meeting were approved.

Treasurer's Report. RH reported an available balance of \$42,048.51. Voucher Nos. 79153 to 79162 for a total of \$4,646.06 were submitted for approval. Motion made by RH and seconded by LR to accept the Treasurer's Report. Approved.

Calendar. LR reported on the regularly scheduled activities. The Coyle Women's Club presented a 2019 calendar of events. Approved.

**Old Business.**

Toandos.org. No report.

Accessibility Community Advisory Committee. Discussion on the two grant proposals for ADA door openers for both bathrooms and ADA parking in the front of the building. Agreed that P&R will do both as partnership grants, with P&R funds paying 25 % of the actual project costs. CB will now submit the two grant proposals to the Jefferson County ACAC by October 1<sup>st</sup>. ACAC should be making decisions on all grant proposals in October.

**Building Maintenance/Repair.**

Chimney Wall. RH reported that he is receiving a bid from a local contractor to present at the October meeting.

AED Unit Maintenance. GE met with the service technician who updated the AED software. Batteries need to be changed every year. A major equipment service is needed every three to five years. If the green "check" light is on, the unit is OK. GE suggested we look into

having a First Aid class which would include operation of the AED after the new Fire Chief arrives.

Fire Extinguisher Maintenance LR will arrange for maintenance on all extinguishers.

Women's Restroom Mirror. RH contacted Dahl Glass and they will be doing the installation of a new mirror on September 19<sup>th</sup>. They will also secure the existing mirror in the men's restroom with new clips.

Refrigerator Repair. No update.

Emergency Preparedness Projects. Propane Tank: GE reported he has received a bid from Mountain Propane and is still waiting on the bid from Cenex. When both bids are in hand, GE will present to the board for review.

Lawn Mowing/Weeding/Watering. Service will continue as needed. Many folks have commented on how well-kept the grounds are looking.

### **New Business.**

Pea Patch Garden. GE reported a lot of grit/rust/dirt in the faucets/timers in the garden. LR stated that the pipes are all plastic from the well house and there is no rusty water in the Center. Suggested they use a short hose to flush out the garden pipe system to see if that clears up the problem.

Motion was made and seconded to adjourn the meeting at 6:38 p.m.

Respectfully submitted,

Cathy Bohman  
Acting Secretary