

**JEFFERSON COUNTY
PARKS & RECREATION DISTRICT #1
MINUTES OF A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OCTOBER 9, 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, Schmitt and Bohman.

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

Treasurer's Report. RH reported an available balance of \$47,323.93. Voucher Nos. 79163, 79282-79286 and 79291-79294 for a total of \$1,643.46 were submitted for approval. Motion made by DS and seconded by GE to accept the Treasurer's Report. Approved. Commissioners Robinson and Hull abstained from voting for payment of Building Manager and Treasurer stipends respectively.

Calendar. LR reported on the regularly scheduled activities.

Old Business.

Toandos.org. No report.

Accessibility Community Advisory Committee. Revisited the ACAC grant proposal for ADA parking with multiple bid options. After discussion, GE moved that we submit the grant for 4 ADA parking spaces in the front of the Center (2 van accessible spaces and 2 regular ADA spaces) with a bid from Lakeside Industries of \$9,750. DS seconded the motion. Following further discussion, LR called for the question. The motion passed unanimously. The board had previously agreed that this was to be a partnership grant. P&R will be responsible for 25% of the total cost (\$2,437.50). CB will submit the final grant proposal to the Jefferson County ACAC. They have decided to forward both of our 2018 ACAC grant proposals to the state for approval.

Building Maintenance/Repair.

Chimney Wall. RH will continue to follow-up with a local contractor on his promised estimate.

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

Women's Restroom Mirror. RH reported that a new mirror has now been installed. The existing mirror in the men's restroom was secured with new clips.

Refrigerator Repair. DS/LR will follow-up with Marine Refrigeration on the ordered parts and pending repair.

Emergency Preparedness Projects. Propane Tank: GE presented a comparison of basic services/pricing from Cenex and Mountain Propane. Following discussion, GE will now do further research and report back to the board.

Pea Patch Garden. Due to much needed rain, GE did not want to waste water right now in flushing the system. Will be done before the water line is shut down for the winter.

New Business.

Coyle Women's Club. CWC requested permission to place one storage box in the women's restroom cabinet at the Center. The box would be used to store items used as decorations for the dinners. Approved.

Calendar. DS requested the weekly calendar block 9:00am – 2:00pm each Thursday for the preparation, serving and cleanup of the community lunch. Approved. CB will inform Roland Faragher-Horwell of the calendar change.

Structural Engineer. In the interest of emergency preparedness as a designated emergency shelter, RH suggested that we should consider enlisting the services of a structural engineer to assess the building. All agreed this would be a good idea to explore. RH will contact the Department of Community Development for their guidance as to companies/cost and will report back to the board.

Motion was made and seconded to adjourn the meeting at 7:10 p.m.

Respectfully submitted,

Cathy Bohman
Acting Secretary