

JEFFERSON COUNTY PARKS & RECREATION DISTRICT #1  
Minutes of a Regular Meeting of the Board of Commissioners

May 12, 2020

The meeting was called to order 6:03 p.m. at the Laurel B. Johnson Coyle Community Center, Quilcene, WA.

Present: Commissioners Robinson, Hull, Schmitt, Elmer, Bohman

Previous Minutes. Minutes from the April 14, 2020 meeting were presented. Motion made by DS, seconded by RH and approved by all to accept the minutes as presented.

Treasurer's Report. RH reported an available balance of \$35,724.83. Voucher Nos. 79607 to 79609 for a total of \$345.94 were submitted for approval. Motion was made by DS, seconded by GE and approved to accept the Treasurer's Report as presented. RH noted that there was no Century Link bill for this month and we have a current credit of \$33.38. DS worked with Century Link on router return credit and changes/rebates for modifications in our service contract. Appreciated all of DS efforts on the adjustments.

Calendar. LR reported no activities due to current closure of the Center.

**OLD BUSINESS**

Toandos.org. No report

Accessibility Community Advisory Committee. CB reported the state ACAC grant funds have yet to be released to Jefferson County.

Propane Tank. Pending

Centurylink. See above Treasurer's report.

Ground Trail. Pending

New Food Handling Policy. GE sent out draft of Jefferson County Dept. of Health guidelines for after the virus restrictions are lifted to the board via email. Will wait for final guidelines before we review the implications for the Center.

Future Use of Community Center. The Center will remain closed based upon current WA state guidelines. No exceptions. No use of restrooms.

Old School Bell. Ken Silvers completed the cleaning of the old school bell and structure. No refinishing of the bell and structure will be done at this time.

Center Cleaning. Discussion on cleaning needed during closure of the Center. Cleaning will continue at two hours every other week.

Mowing/Landscaping. Cheryl McNutt has begun the weekly schedule of mowing. Current payment is \$100/week (4 hours at \$25.00/hour; includes own equipment/gas). RH will talk with Cheryl regarding number of hours needed each week to do the job this summer; thoughts on hourly rate or fixed rate.

## **NEW BUSINESS**

Wooden Picnic Tables. DS brought up the current location of the two wooden picnic tables. They will be moved back to their original placement. One table will be on the accessible gravel area.

Carpet Cleaning. Carpet is in need of a professional cleaning. RH moved, DS seconded and all approved that the carpet be professionally cleaned for an amount not to exceed \$500.00 GE will contact a local cleaner and schedule the cleaning to be done while the Center is closed.

P-Patch. GE reported that the P-Patch is doing well. The community orchard has apple, plum and cherry trees, along with rhubarb and blueberry plants.

Motion made, seconded and approved to adjourn at 6:54 p.m.

Respectfully submitted,

Cathy Bohman  
Acting Secretary