

Minutes

P & R District #1 Board of Commissioners Meeting

June 14 2022

Call to Order: The meeting was called to order at at the Laurel B Johnson Coyle Community Center (LBJCCC), Quilcene, WA. at 6:02. The meeting was chaired by Dennis Schmitt.

Present: Commissioners Cathy Bohman(CB), Richard Hull(RH), Dennis Schmitt(DS), and Secretary Joanmarie Eggert(JE). Commissioners Gary Elmer(GE) and Larry Robinson(LR) were absent.

Previous Minutes: RH moved,CB seconded, and all approved the minutes of the May 10 meeting as submitted.

Treasurer's Report: CB moved and RH seconded to approve 5 invoices for \$2,746.61 as submitted. All approved. The balance shown, does not reflect June income to date. Cheryl's letter to the commissioners was reviewed. She has typically been invoicing us \$660. The new amount, \$800 a month was approved.

Exit audit recommendation were discussed.

- One recommendation is to have a written procurement policy. RH addressed this by preparing a written Purchasing Policy. It was discussed and approved.
- There was a discussion about prevailing wages. In the future, we should ask for Statement of Intent to Pay fo Prevailing Wages. It is incumbent on the contractor n to do the paperwork to confirm prevailing wages were paid.
- RH provided a draft Capital Assets Policy for discussion. CB moved and RH seconded to accept the Policy. The Capital Asset Inventory will be updated by RH. He will add the "well" and generator, to the draft list. CB will review the assets and provide costs based on past contracts.
- RH will send clean copies of the two policies to JE for inclusion in the minutes.

Rainy day fund remains unchanged.

Calendar: None provided.

OLD BUSINESS

toandos.org

Nothing to report

Water Sample Analysis

DS will talk to LR about this.

Picnic Table/Fireplace Furniture

They have been delivered and assembled.

Refinishing Picnic Table Tops

Waiting for nice weather.

Mulch in Exercise Area

to follow up.

Discussed redoing mulch in exercise area. CB

Pump House Repairs

DS - the pump house needs to be rebuilt in the next year or two. Its about 10 by 10.

DS will measure and we can start getting some ideas on cost. CB can look into getting a grant from Walmart, and talk to Roland about using TEPA.

Trash Area

GE to print and post a sign to discourage people for using the trash cans (from last meeting). Next meet discuss changing to weekly trash pick up.

NEW BUSINESS

Coffee Maker Signs

CB will make and post.

Exterior Window Cleaning

CB will follow through with Chrissy regarding the exterior window cleaning which has not been done yet.

Capital Assets

Will need to discuss next month.

MEETING ADJOURNED

Moved, seconded, and unanimously approved to adjourn the meeting at 7:09.

Respectfully Submitted

Joanmarie Gorans-Eggert