

Minutes

P & R District #1 Board of Commissioners Meeting

March 14 2023

Call to Order: The meeting was called to order at at the Laurel B Johnson Coyle Community Center (LBJCCC), Quilcene, WA. at 6:01. The meeting was chaired by Richard Hull.

Present: Commissioners Dennis Schmitt(DS), Gary Elmer(GE), and Richard Hull (RH) were present in person. Cathy Bohman (CB) was present via telephone. Secretary Joanmarie Eggert(JE) and Thane Grooms (TG), Building and Grounds Manager attended. Commissioner Larry Robinson passed away since the last meeting.

Previous Minutes: DS moved, GE seconded, and all approved the minutes of the February 14 meeting as submitted.

Treasurer's Report: RH presented invoices info for approval. DS moved and CB seconded, and all approved 8 vouchers for \$3,007.37 as submitted. DS to ask the Kitchen Manger to ask the Inspector during the meeting at the end of the month as to whether the waste water sample is required annually?

Calendar: Added May 28th for the ZPPOA meeting from 2-5. Victoria and Karina wants to do 2 additional classes per week. 1 Tango on Wednesdays at 4pm, and another Yoga on Thursdays at 4. Roland Faragher-Horwell, Norm Johnson, RH, and TG are the only folks who update the calendar. TG is asking everyone to include him as an invitee, so that he knows of changes. Everyone should make sure they are using the correct time zone (Pacific).

OLD BUSINESS

toandos.org Nothing to report. Commissioners should update their bios and see if any changes need to be made, and let Roland know. CB to ask Roland to take down Larry's bio.

Mulch - Nothing new

Kitchen Deep Clean Ongoing effort by the Coyle Women's Club.

- Several food workers cards need to be updated
- Kitchen dividers needed
- New cutting board needed

- March 23 Howard Woodard will be doing a kitchen inspection (Jefferson County Health Dept).

Trash Bins The lock appears to be working.

Building and Grounds Manager Update-

- Closet fluorescent lightbulbs replaced - best to replace in pairs.
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- TV antenna and satellite dish have been removed.
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- Gable siding on ends of the roof needs to be painted, probably this summer.
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- Refrigerator has been at 40-41 degrees.
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- P-patch water turned on.
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- Need to clean out trees around the well house. Once cleaned out, the ground person needs to keep that area bare. DS and TG to check out the well house area. The building is rotting from the outside, because the vegetation is growing up. Will help with drainage.

Planned Work

- Cut off old downspouts
- Fix entry tile trip hazard
- Fix office window leak
- Phone wire secured
- Tree clearing around well house
- Gable siding painting
- Provide details/cost on Installing a security system.
- Century Link line needs to be secured
- Bird nests in rafters

TEPA Proposal Status - Not authorized for any money at this time. We were 26 out of 48. They were able to fund 17. If they get additional money, they will fund projects in order.

NEW BUSINESS

Larry Robinson Since he was the chair, a new chair needs to be voted in. GE nominated RH to be the Chair, DS seconded, all approved. RH to notify the county of this change.

A new chair needs to be elected every year in May per By Law Article 2.8. We will plan on this for May's meeting. **JGE** to add to May agenda.

DS to talk to Pat about putting something on the web site about Larry. **GE** agreed to write a brief article for the website about LR's death and the appointment of TG as a commissioner.

GE nominated DS seconded, and all approved for TG to replace Larry as a commissioner and to complete his term (2025). **TG** needs to contact the county in May to be placed on November's ballot for election as a commissioner.

Web site needs to show that TG is now a commissioner and RH is chair.

TG to provide a bio as well.

MEETING ADJOURNED

Moved, seconded, and unanimously approved to adjourn the meeting at 7:35

Respectfully Submitted

Joanmarie Gorans-Eggert