

MINUTES

P & R District #1 Board of Commissioners Meeting

923 Hazel Point Road

October 10, 2023 6:00pm

- 1. CALL TO ORDER/ROLL CALL** The meeting was called to order at the Laurel B. Johnson Community Center, Quilcene, Washington at 6:01 pm. The meeting was chaired by Richard Hull (RH). Commissioners Cathy Bohman (CB), Thane Grooms (TG), Richard Hull (RH), and Gary Elmer (GE) attended in person. Dennis Schmitt (DS) was absent. Joanmarie Eggert (JE), secretary and Norm Johnson, visitor, attended in person.
- 2. APPROVAL OF AGENDA** No changes.
- 3. APPROVAL OF MINUTES** TG moved, GE seconded, and all approved the September 12, 2023 minutes as submitted.
- 4. COMMISSIONER ANNOUNCEMENTS** None.
- 5. CALENDAR**
 - Yoga and dance classes suspended indefinitely.
 - Blohm wedding reception 8/24/24 7a-7p.
 - Schmitt private event 10/20/23 11a-2p.
- 6. TREASURER REPORT** RH presented invoice information for approval. TG moved, CB seconded, and all approved 11 vouchers for \$3497.32. Commissioners Grooms, Bohman, and Hull abstained from voting to approve stipends for the Building Manager, Secretary, and Treasurer, respectively. RH presented a budget for the coming year. GE moved, TG seconded, and all approved the budget for submittal to the Jefferson County Auditor's Office. RH presented information for the Levy Certification. The commissioners elected to raise the levy amount assessed to \$31,000. TG moved and GE seconded to approve the Ordinance Resolution No. 2023-1, and all approved. **RH** to submit the resolution to Jefferson County.

7. BUILDING MANAGER REPORT

Building Maintenance

- Office window stripped, caulked and painted on the outside.
- Tarboo Fire Extinguishers inspection completed.
- “Wasp Nest Caution” signs put up near the ppatch.

Expenses

- Hose reel, hose and sprinklers \$309.68
- Bunn Coffee Maker \$403.57
- Motor oil for generator 30.52

Total \$743.77

New Items

- NW motion light not working - **TG** to replace.

Planned Work

- Cut off old downspouts
- Entry tile trip hazard
- Phone wire secured
- ADA door adjustments
- Porch roof flashing installed wrong, drains onto woodwork
- Security cameras
- Starlink Internet
- Well house siding or rebuild
- Schedule generator maintenance with Double D.

8. KITCHEN MANAGER REPORT

- No report this month

9. OLD BUSINESS

- a. toandos.org - nothing to report.
- b. **Compilation of Policies** - **JGE** to print and file.
- c. **Propane Grill** - discuss in spring.
- d. **Guidelines for emergency opening of the Center for heat/smoke** - discuss in spring. TG to check with DEM regarding support.

10. NEW BUSINESS

- a. Norm had a question about and how the ballot looks, and if it will cause any confusion that needs to be addressed. It has not caused a problem in the past.

11. MEETING ADJOURNED at 6:52

Respectfully submitted,

Joanmarie Eggert, Secretary