

MINUTES

P & R District #1 Board of Commissioners Meeting

923 Hazel Point Road

Feb 13 2024 6:00pm

- 1. CALL TO ORDER/ROLL CALL** The meeting was called to order at the Laurel B. Johnson Community Center, Quilcene, Washington at 6:00 pm. The meeting was chaired by Richard Hull (RH). Commissioners Cathy Bohman (CB), Thane Grooms (TG), Richard Hull (RH), Norm Johnson (NJ), and Dennis Schmitt (DS) attended in person. Joanmarie Eggert (JE), secretary and Cherylann Schmitt (CS), kitchen manager, also attended in person.
- 2. APPROVAL OF AGENDA** No changes.
- 3. APPROVAL OF MINUTES** CB moved, TG seconded, and all approved the Jan 04 2024 minutes as amended.
- 4. COMMISSIONER ANNOUNCEMENTS** - none.
- 5. TREASURER REPORT** RH presented invoice information for approval. DS moved, NJ seconded, and all approved 7 vouchers for \$1495.27.
- 6. BUILDING MANAGER REPORT**
 - Building Usage/Calendar**
 - Yoga - It is unclear if the class is ongoing. **TG** will get the key back if the class is no longer happening.
 - Building Maintenance**
 - ADA Automatic Doors - Bathroom doors set to “Magic Touch” open when pushed
 - Front ADA door programming in progress
 - Bathroom heaters thermostat marked
 - Expenses-** None
 - Old Items**
 - Motion floodlights / security cameras

- Proposed LED rear lights (superbrightleds.com) - \$69 a piece, two needed. They would be rewired with a junction box so that a power box can be used to house the security camera. **TG** will purchase and install.
- Proposed Security Cameras and Wiring- Zosi 2K Wireless Security Camera System. \$454.60 total cost. DS moved, NJ seconded, and all approved to purchase a system not to exceed \$500. **TG** will purchase and set up. He will also make sure another commissioner has access.

New Items

- Spring cleaning - Will include pressure washing, window cleaning, and planter prep. Jacob is ready to come back and take care of this on an hourly basis (this is not part of his regular work).

Planned Work

- Front Doors - **TG & DS** will repair soon
- Entry storm water drain
- Cut off old downspouts
- Entry tile trip hazard
- Phone wire secured
- Porch roof flashing installed wrong, drains onto woodwork
- Starlink Internet
- Well house siding or rebuild
- Carpet replacement

7. KITCHEN MANAGER REPORT

- Refrigerator and freezer are holding temperature.
- As an FYI, gloves and paper towels are being used by the Food Bank volunteers, but not at a huge quantity.
- **RH** will be getting the check and form to the Public Health to renew our permit in the next week.
- There are now 16 new bar towels.

8. OLD BUSINESS

- a. toandos.org - nothing to report

- b. **Guidelines for emergency opening of the Center.** **TG** still needs to contact Willy and David.
- c. Door options - discussed previously.
- d. Playground options - CB proposed play equipment for pre-school aged children that could be kept in the shed. Additionally, a 2 pack of “Slow Kids at Play” signs that could be placed by parents or caregivers. Total cost of \$204.79. NJ moved, DS seconded, and all approved to purchase the play equipment and signs. **CB** will purchase.

9. NEW BUSINESS

- a. **CB** will look at the existing sport court equipment and clean it up.
- b. **TG** will look at updating the pickle ball net and poles.

10.MEETING ADJOURNED at 6:57

Respectfully submitted,

Joanmarie Eggert, Secretary