

MINUTES

P & R District #1 Board of Commissioners Meeting

923 Hazel Point Road

Oct 8 2024 6:00 pm

- 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 Dennis Schmitt (DS) attended in person. Norm Johnson (NJ) had notified the commissioners he was unable to attend this meeting. Cherylann Schmitt (CS), Kitchen Manager, and Joanmarie Eggert (JE), Secretary, also attended in person.
- 2. APPROVAL OF AGENDA** No changes.
- 3. APPROVAL OF MINUTES** TG moved and DS seconded the approval of the Sep 10, 2024 minutes. Minutes were approved by all.
- 4. PUBLIC COMMENTS** - none.
- 5. COMMISSIONER ANNOUNCEMENTS** - none.
- 6. TREASURER REPORT** RH presented invoice information for approval. DS moved, CB seconded, and all approved 9 vouchers for \$2,082.07. Next year's budget was discussed. DS moved, TG seconded to increase the levy amount in Ordinance/Resolution No. 2024-1 to \$3,000. All approved. DS moved and TG seconded the motion to approve the budget for 2025 for \$41K.
- 7. BUILDING MANAGER REPORT**
 - Building Usage**
 - TOAST has resumed (3rd Tuesdays)
 - Building Maintenance**
 - Installed front door drain, pipe and rain garden
 - Installed hooks and mesh screen for wind block on patio
 - Medevac sign reattached

Expenses

- | | |
|-----------------------------------|---------|
| - D-Ring Hooks, Home Depot | \$8.72 |
| - HDPE Plastic sheet for hose bib | \$13.08 |
| - 6 LED Flood Lights & Mesh Cloth | \$52.84 |
| - Water hose for fill up station | \$14.18 |
| - Total | \$88.82 |

Old Items

- Stanley door programming (back door parts option)
- Fire Marshal Building Capacity

New Items

- Drone Photo added to website
- PNSN Coyle Seismic Station is <https://www.pnsn.org/seismogram/current/coyl>

Planned Work

- Front Doors - Dennis getting quotes
- Parking lot stripes
- Entry tile trip hazard
- Phone wire secured
- Porch roof flashing installed wrong, drains onto woodwork
- Starlink Internet
- Well house siding or rebuild
- Carpet replacement

Long-Range Capital Expense Possibilities

- Pump house
- HVAC
- Replace Front Door

8. KITCHEN MANAGER REPORT

- a. People are compliant with guidelines.

- b. We now have a kit for vomit and diarrhea (also known as a blood-borne pathogen & bodily fluid spill kit).
- 9. **OLD BUSINESS**
 - a. toandos.org - discussed previously
 - b. **Windbreak** - discussed previously
 - c. **Parking Lot Painting** - will be done next spring/summer
 - d. **Front door options** - DS proposed a solution that simply involves using screws to hold in place. The board authorized \$200 for DS to complete the repair.
- 10. **NEW BUSINESS**
 - a. At next meeting add brainstorming about funding options?
- 11. **MEETING ADJOURNED 6:59**

Respectfully submitted,

Joanmarie Eggert, Secretary