

MINUTES

P & R District #1 Board of Commissioners Meeting

923 Hazel Point Road

Dec 10 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 6:14 pm. The meeting was chaired by Richard Hull (RH); Thane Grooms (TG), Richard Hull (RH), and Dennis Schmitt (DS) attended in person. Commissioners Cathy Bohman (CB) and Joanmarie Eggert (JE), Secretary, attended in via telephone. Norm Johnson (NJ) had an excused absence.
- 2. APPROVAL OF AGENDA** No changes.
- 3. APPROVAL OF MINUTES** DS moved and TG seconded the approval of the **Nov 08, 2024 minutes**. Minutes were approved by all.
- 4. PUBLIC COMMENTS** - Ricard and Annie Linzer were in attendance.
- 5. COMMISSIONER ANNOUNCEMENTS** - none.
- 6. TREASURER REPORT** RH presented invoice information for approval. TG moved, DS seconded, and all approved 6 vouchers for \$689.73. The elections office has a survey that Richard will fill out. **RH** will send commissioners a blank form, and **commissioners** will reply by next Monday.
- 7. BUILDING MANAGER REPORT**
Building Usage
 - Monday, Dec 16, 9am to 5pm - Mason Private Event, small wedding - Sklyar Mason.
 - Still need more coordination regarding concerts.
 - We need to add "From-To" times on the contract. Plus, a note to check the calendar first. **CB** to look at forms and update them.
Building Maintenance
 - Handicap parking sign placed
 - Frost free hose bib replaced

- Potholes in rear parking area filled
- Ppatch timers disconnected

Expenses

• Nitrile Gloves (L) for kitchen	\$18.38
• Costco... various	\$136.94
• Maximum Occupancy Sign	\$15.30
• Entry Rugs 4x6	\$174.54
• Total	\$345.16

Old Items

- Wellhouse & Generator fundraiser - over \$10K so far.

New Items

- NTR

Planned Work

- Stanley door programming (back door parts option)
- 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
- Generator

8. **KITCHEN MANAGER REPORT** DS read the report from Cherylann Schmitt
 - a. Food items are compliance.

- b. People are compliant with guidelines.
- c. Internal temperature of the refrigerator is now is in compliance.
- d. All food worker cards are up to date.

9. OLD BUSINESS

- a. toandos.org - nothing to report.
- b. Entry Mat - will be installed before bake sale.
- c. Treasurer Replacement Discussion - Candice Eldringhoff (CE) Is willing to do it, she will be at the January meeting. RH and CE will coordinate the position transfer.
- d. TEPA update. Continuing onward with the fund raiser - will continue until the end of year unless goal of 25K reached before then.

10. NEW BUSINESS

- none

11. MEETING ADJOURNED 6:46

Respectfully submitted,

Joanmarie Eggert, Secretary