

MINUTES

P & R District #1 Board of Commissioners Meeting

923 Hazel Point Road

Aug 12 2025 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 Denis Schmitt (DS); commissioners Cathy Bohman (CB), Thane Grooms (TG), Norm Johnson (NJ). Joanmarie Eggert (JE), Secretary, Candace Monroe (CM), Treasurer and Cherylann Schmitt (CS), Kitchen Manager, and two Board Candidates also attended in person.
- 2. APPROVAL OF AGENDA** The agenda was modified to move the candidate interviews to the end of meeting, and to add the swearing in of new commissioner after selection.
- 3. APPROVAL OF MINUTES** NJ moved and TG seconded the approval of the July 08 2025 minutes. Minutes were approved by all, with CB abstaining.
- 4. PUBLIC COMMENTS** None.
- 5. COMMISSIONER ANNOUNCEMENTS** Karen Grooms is the lead person of committee for “FOR” for the Levy. So far there is no one for the “AGAINST”. Karen has submitted the FOR statement for the Voter Pamphlet. Dennis is clarify with the County how much funding is being requested.
- 6. TREASURER REPORT** CM presented invoice information for approval. TG moved, CB seconded, and all approved 7 vouchers as amended for \$2,060.06.
- 7. BUILDING MANAGER REPORT**

Building Usage

- NTR

Building Maintenance

- Watering schedule for back yard using timers

Expenses

- None

Old Items

- TEPA Wellhouse & Generator fundraiser update
 - Wellhouse rebuild (still working on who to use)
 - Well repairs / water meter ... Bayview Pump
 - TG moved, NJ seconded, and all approved that we use the money from the generator sale to work on the wellfield area.

New Items

- Website map change is needed. **TG** to coordinate with Roland Faragher-Horwell.

Planned Work

- Stanley door programming (back door parts option)
- Parking lot stripes
- Entry tile trip hazard
- Phone wire secured
- Porch roof flashing installed wrong, drains onto woodwork
- Well house rebuild, water meter
- Replace crashbars/exit devices on front doors
- Mailbox post replacement

Wish List

- Starlink Internet
- Carpet replacement
- HVAC Heat Pump/ Mini Splits

8. KITCHEN MANAGER REPORT

- Food items are compliance, temperatures in compliance. Refrigerator and freezer holding cold well. **DS** will adjust the temperature to make sure it maintains temperature inside.
- People are compliant with guidelines, and worker cards are up to date.
- There hasn't been a water puddle in the bottom of the refrigerator. Will keep an eye on it.
- **CS** will ask the Coyle Women's Club to donate standard size coffee cups.

9. OLD BUSINESS

- Bylaw discussion - table until next month
- Tax Levy Renewal - see above

10. NEW BUSINESS

- Garden shed signage - **TG** to address and look at best door solution.
- Banking - we don't need to have the county do the banking. We can figure out what we want to and if we want to take on more. **CM** will look more into the details for discussion next month.
- Commissioner Interview. Interviews were held with two candidates. The same questions were asked of each. After discussion of the two qualified candidates, TG moved, NJ seconded, and all approved that Joe Patterson be offered the position of Jefferson County Parks and Recreation #1 Commissioner Position #5.
- Swearing in was completed by DS.

11. MEETING ADJOURNED 7:09

Respectfully submitted,

Joanmarie Eggert, Secretary