

MINUTES

P & R District #1 Board of Commissioners Meeting

923 Hazel Point Road

Feb 10 2026 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) and Joe Patterson (JP) attended in person. Joanmarie Eggert (JE), Secretary, Candace Monroe (CM), Treasurer and Cherylann Schmitt (CS), Kitchen Manager, also attended.
2. **APPROVAL OF AGENDA** No changes to the agenda.
3. **APPROVAL OF MINUTES** NJ moved and CB seconded the approval of the Jan 13 2025 minutes. Minutes were approved by all.
4. **PUBLIC COMMENTS** None
5. **COMMISSIONER ANNOUNCEMENTS** None. JP will need to register to run for commissioner in 2027.
6. **TREASURER REPORT** CM presented invoice information for approval. TG moved, CB seconded, and all approved 5 vouchers for \$1423.24 for January 2026.
7. **BUILDING MANAGER REPORT**

Building Usage

- Memorial for Marnie Moser sometime on February 21, 2pm
- Eaton RMA -Mar 7, 10 am

Building Maintenance

- NTR

Expenses

- None

Old Items

- Well repairs / water meter ... Bayview Pumps, Lofall, Cool Water Drilling. JP moved, NJ seconded and all approve that we accept the Bayview Estimate and that TG begins discussion with them regarding payment terms. It depends on when we get tax money, 50% in March and the final no later than 6 months later.

New Items

- Keys, we are close to running out of keys, may get a few made.
- Costco run this week- Kitchen Trash Bags, Paper Towels, Other??- Napkins, Clorox is needed, but at a smaller quantity.

Planned Work

- Stanley door programming (back door parts option)
- Parking lot and sports court stripes
- Entry tile trip hazard
- Wall phone, and phone wire removed
- Porch roof flashing installed wrong, drains onto woodwork
- Replace crashbars/exit devices on front doors
- Mailbox post replacement

Wish List

- Carpet replacement
- HVAC Heat Pump/ Mini Splits

8. KITCHEN MANAGER REPORT

- Food items are compliance, temperatures in compliance. Refrigerator and freezer holding cold well. There is still a small puddle in the bottom of the refrigerator.
- People are compliant with guidelines, and worker cards are up to date.
- Food Service Establishment Renewal License paperwork has been completed and check has been sent in to the County.
- New mugs from the CWC are on the way.

9. OLD BUSINESS

- a. **Bylaw review** - mark-up the by laws and bring to next meeting. Think about things that should be part of a policy document.
- b. **Banking** - CM talked to the State Auditor, need to make sure our books robust, which they are. There are pluses and minuses to getting our own bank account. Some of the issues that started this conversation are no longer a problem.

- c. Septic testing- done.
- d. Website ownership- completed.
- e. Key audit - addressed above.
- f. Computer corner - leave for awhile.
- g. ECCHO medical equipment - **TG** to get list from the Fire Department.
- h. School Bell Clean Up.

10. NEW BUSINESS

A. Lawn service needed this month - before the 21st.

11. MEETING ADJOURNED 7:28

Respectfully submitted,

Joanmarie Eggert, Secretary