

P & R District #1 Board of Commissioners Meeting

923 Hazel Point Road

Mar 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 6:04 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** TG moved, CB seconded, and all approved the Feb 10 2026 minutes. JP moved, TP seconded, and all approved the Feb 27 2026 minutes. CB moved, JP seconded and all approved the March 7 2026 minutes.
4. **PUBLIC COMMENTS** None.
5. **COMMISSIONER ANNOUNCEMENTS** None.
6. **TREASURER REPORT** CM presented invoice information for approval. JP moved, TG seconded, and all approved 8 vouchers for \$1733.83 for February 2026.
7. **BUILDING MANAGER REPORT**
 - Building Usage**
 - Yoga Classes - Saturdays 11:30 am - March -April.
 - Building Maintenance**
 - Temporary water setup and plumbing fixes,
 - DS- Ran a hose got the water flowing to the sinks. All the flush mechanisms need to be replaced. Functional, but not working well. Turn the water on for events. The freeze valve will need to be replaced. DS and TG will be replacing the mechanisms.
 - Expenses**
 - As approved last time -
 - Costco Supplies: Napkins, Kitchen Trash Bags, Paper Towels \$52.93
 - Walmart: Clorox \$8.48
 - Landscaping: Mowing, Edging, Weeding, Vinegar Treatments \$310.00

- Water Delivery \$300.00

Total \$671.41

Old Items

- Well drilling update -
 - Old water system blueprints were found.
 - JeffCo inspection needed to approve before drilling the well.
 - Drilling should start next week - should take a week or so.
 - Bayview installs pump after the well is drilled.
 - Source Report required (County / State)- requires and engineer to stamp after the drawn down test. TG to work with local officials.
 - Water tests as needed by Bayview/Tillia.
- Repair pipe
 - Locate has been done.
 - Need to check the terminal ends to see how they work.
 - Installing a new pipeline is likely.
 - JP moved, NJ seconded, and all approved a motion to spend up to \$3000 to invest and install a new water supply pipeline from pump house to building.

New Items

NTR

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

- Not sure how the dishwasher will fare with the debris in the water.
- Signs will be up at all faucets that the “Non-potable Water - Do not drink”
- Food items are compliance, temperatures in compliance. Refrigerator and freezer holding cold well.
- People are compliant with guidelines, and worker cards are up to date.

- New mugs from the CWC are here, and the old ones have gone away.

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. THIS IS ON HOLD UNTIL THE WELL IS OPERATIONAL
- b. **Well status**- covered
- c. **Key audit** - **TG** will get more keys.
- d. **ECCHO medical equipment** **TG** to check.
- e. **School Bell Clean Up** - will discuss later.

10. NEW BUSINESS

- a. **Arlene Hutt's bench.** Bench can be returned to Arlene's family. **CB** will look at replacing with another set of table and chairs that match the current ones.
- b. **CB** to present a letter from the commissioners to the donor for the well.
- c. **JE** to contact Roland and post Thane's 3-7 to post under news.

11. MEETING ADJOURNED 6:58

Respectfully submitted,