

P & R District #1 Board of Commissioners Meeting
923 Hazel Point Road
April 14 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 6:00 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** JP moved, TG seconded, and all approved the March 10 2026 minutes.
4. **PUBLIC COMMENTS** None.
5. **COMMISSIONER ANNOUNCEMENTS** CB reported on the Jefferson County Commissioners' Meeting regarding timber tax. They will be doing this quarterly. There are three revenue streams and forecasting is difficult. The commissioners said there is no other money available for emergencies at our Center.
6. **TREASURER REPORT** CM presented invoice information for approval. TG moved, NJ seconded, and all approved* 14 vouchers for \$50,801.78 for March 2026. * TG abstained from approving the Building Manager Stipend.
7. **BUILDING MANAGER REPORT**
 - Building Usage**
 - NTR
 - Building Maintenance**
 - Mowing and grounds work started 4/10/26
 - PPatch water leak fixed
 - Expenses**
 - Myers Cleaner
 - Old Items**
 - Well drilling update -
 - o Source Report required (County / State) John Fleming, Engineer

- o Decommissioning of the old well
- o Trenching from well head to well house
- o Well pump, well house plumbing ALL COMPLETE
- o Blow-Off assembly found, tested and used
- o No leaks.

New Items

Remind all users to confirm lights off... “click” at bottom of dimmers

Planned Work

- Stanley door programming (back door parts option).
- Parking lot and sports court stripes
- Entry tile trip hazard
- Phone wire removed
- Porch roof flashing installed wrong, drains onto just woodwork
- Replace crashbars/exit devices on front doors
- Mailbox post replacement
- Clear out trees by the well house.

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.
- Myra’s event will be a private potluck. CWC will bring in water.
- CS will contact Joe McKinstry about making sure that he is staying in compliance with kitchen guidelines.

9. OLD BUSINESS

- a. Well status/waterline status- see above
- b. Key audit - **TG** will get more keys. We are okay for now.
- c. ECCHO medical equipment **TG** to check.
- d. School Bell Clean Up - will discuss later. **DS** will check to see if anyone wants to take it on.
- e. Table and chairs for outside front of building: **DS** will cut bolts holding down bench. We could probably get by with existing furniture for the time being.
- f. Letter to well donor. CB read the letter, and board members signed it.

10. NEW BUSINESS

None

11. MEETING ADJOURNED 7:04

Respectfully submitted,

Joanmarie Eggert

Secretary