

P & R District #1 Board of Commissioners Meeting

923 Hazel Point Road

May 12 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. Eric Kuzma, Public Works Director for Jefferson County and Jeff Chapman, County Assessor and Roland Faragher-Horwell also attended.
- 2. APPROVAL OF AGENDA** No changes to the agenda.
- 3. APPROVAL OF MINUTES** JP moved, CB seconded, and all approved the April 14 2026 minutes.
- 4. PUBLIC COMMENTS** None.
- 5. COMMISSIONER ANNOUNCEMENTS.** TG discussed that the past budgets are not representative of the actual cost for running the the Community Center.
- 6. TREASURER REPORT** CM presented invoice information for approval. TG moved, NJ seconded, and all approved 6 vouchers for \$1290.20 for April 2026. CM will miss the next meeting, and will present her information to DS before leaving.
- 7. BUILDING MANAGER REPORT**
 - Building Usage**
 - Buchholtz memorial May 16th, 9am to Noon
 - CWC Dinner May 23rd
 - Sewing Guild postponed until Sept 1st
 - QEVA Ice Cream Social- Quilcene Emergency Volunteers Association, June 13 2pm.
 - Building Maintenance**
 - Fence post removed at pea patch
 - Fire pit bench removed, should it be replaced?

Expenses

None

Old Items

Well drilling update -

- Source Report NOT required (County / State) John Fleming, Engineer
- 2,500 gallon tank and booster pump removed
- Plumbing and electrical inspected by the state. Well house is now locked.
- Decommissioning of the old well TBD
- Water use since April 22, 2026 is 15,000 gallons

New Items

- GenTech Northwest preventative maintenance \$300+tax
- Oil/filter, Plug, Volts/Hz, Batt filled, Fuel lines tested, Ctrl panel reset & updated

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

- 2026/2027 kitchen permit approved and posted. County expedited the permit so we could get up and running.
- Food worker cards are up to date, and Joe McKinstry also got a permit.
- Food items are compliance, temperatures in compliance. Refrigerator and freezer holding cold well.
- Food stored after food bank only allowed to stay in the refer for a week.

9. OLD BUSINESS

- a. Well status/waterline status- see above

- b. ECCHO medical equipment **TG** to check.
- c. School Bell Clean Up - will discuss later. **DS** will check to see if anyone wants to take it on.
- d. Table and chairs for outside front of building: **DS** will cut bolts holding down bench. Still waiting to hear from the family to confirm they would like the bench back. We could probably get by with existing furniture for the time being.

10. NEW BUSINESS

Jeff Chapman County Assessor and Eric Kuzma, Public Works Director for Jefferson County also attended to discuss the upcoming Parks Lid Lift Levy.

TG moved and NJ and all approved that we intend to accept a MOA for a 2027 distribution off \$45,000 as part of the Parks and Recs Levy that will be before the voters on Aug 4.

11. MEETING ADJOURNED 7:04

Respectfully submitted,

Joanmarie Eggert
Secretary