

Minutes of the 196th Port Ludlow Drainage District
 Regularly Scheduled Meeting
 Thursday December 11, 2014 10:00 AM
 ~ Approved ~

The December 11, 2014 PLDD Meeting was Called to Order in the Bay View Room at the Beach Club, 121 Marina View Drive, Port Ludlow, Washington at 10:09 a.m. by Chair Commissioner Dwayne Wilcox.

Roll Call: Chair Commissioner Wilcox, present. Commissioner Uyeda, present. Commissioner Boyer, present. A quorum was reached.

Attendance: Administrative Assistant Sue Bartkus. Guests included: Brian Belmont, Ron Gregory, Lyle Newlin, Katie & Mel Smith, Dan Toepper

Minutes: Commissioner Uyeda made a motion to approve the minutes of the November 13, 2014 Regular Meeting and the November 25, 2014 Final Budget Meeting. Commissioner Boyer seconded the motion. Commissioner Wilcox carried the motion. Motion approved 3-0.

Expenses: Commissioner Wilcox reviewed expenses, explaining each charge for guests. Commissioner Wilcox made a motion to approve the vouchers from November 8, 2014 to December 6, 2014 for a total of \$5,801.24 Motion was seconded by Commissioner Uyeda. Motion was carried by Commissioner Boyer. Motion approved 3-0.

Consent Items:

Voucher Number	Item Description	Amount
14-074	Dwayne Wilcox	574.17
14-075	Jim Boyer	270.00
14-076	Allen Uyeda	450.00
14-077	Susan Bartkus	537.37
14-078	Seaman Law Firm	735.00
14-079	Yard Dog Landscaping	1,270.36
14-080	Gray & Osborne	1,884.90
14-081	Glessing & Associates	79.44

Review of Financial Summary

PLDD CASH ACCOUNT	\$302,686.11
PLDD RESERVE ACCOUNT	\$ 40,000.00
PLDD INT. INCOME RESERVE FUND	\$ 6,342.88
EXPENSES - CURRENT MONTH FROM ABOVE	<u>\$ (5,801.24)</u>
NET TOTAL ALL ACCOUNTS	\$ 343,227.75
SPECIAL ASSESSMENT 2014	\$ 150,400.00
PAID TO DATE	<u>\$(149,577.50)</u>
UNPAID (REMAINING)	\$ 822.50

New Business: No new business was discussed this day

Old Business:

1. Chair Commissioner Wilcox announced that he had met with contractor Phil Bostwick and his crew. They walked the **Trader Lane** project area so Commissioner Wilcox could get a rough estimate from him and an opinion. There had been a problem obtaining an easement from one of the owners, so Mr. Bostwick agreed that the work could be done within the boundaries of the consenting owners, Robert and Audrey Mackey. Commissioner Wilcox noted that he asked Engineer Lockett to prepare documents for the easement along with workable plans so the project could go back out for bid and get started in January of 2015. Commissioner Boyer made a motion to extend the bid period with the entire plan. Commissioner Uyeda seconded the motion. Commissioner Wilcox carried the motion. Motion approved 3-0. Katie Smith asked if the plans for the complete project would be used, Commissioner Boyer answered that hopefully, yes, with the exception of the new buffer zone restrictions (on Orsborns property). Commissioner Wilcox noted that Engineer Lockett will be present at the January 8, 2014 PLDD meeting with the final plan.
2. Chair Wilcox noted that it might be beneficial to have attorney Shane Seaman come to a meeting to educate the PLDD on Washington State requirements (RCW's) for the **Small Works Roster**. Mr. Gregory stated that it would be better to solicit directly to contractors rather than use the paper to advertise, he also stated that the monthly invoices from Yard Dog Landscaping should be required to have detailed charges. Chair Wilcox noted that they were under contract; they follow the Maintenance Contract agreement, and when contract renewal time comes up it will be discussed.
3. Commissioner Wilcox stated that he walked the **Cascade Lane Flood abatement project** area, during recent heavy rains and saw that the residents affected need the PLDD to help them. A plan needs to be settled on and it needs to get done by next summer.
4. Chair Wilcox reported receiving a notice from Jefferson County about their Hazmat program. He would like to see one or more of the Commissioners attended these meetings on Emergency Preparedness, he will bring the information to the January PLDD meeting. Mr. Toepper asked if there is a link on the PLDD website, Chair Wilcox stated no but he would forward the information.

Public Forum:

Guest Ron Gregory thanked Commissioner Boyer and Lyle Newlin, retired auditor, for preparing the 2015 PLDD Assessment and saving the District \$5,000.00 in the preparation costs for this.

Commissioner Wilcox noted that hard and electronic copies would be submitted to Jefferson County this day. Commissioner Boyer noted that Mr. Newlin re-worked the program and merged the files. The total reduction in the 2015 PLDD Assessment from 2014 would be 18%, and once the Cascade project was completed the PLDD could be reduced to strictly management rather than construction, perhaps to be taken over by the Ludlow Maintenance Commission (LMC). LMC Manager Brian Belmont noted that this wouldn't really be feasible as the PLDD included areas that are not under the LMC's purview, such as Ludlow Cove II and the commercial areas. Mr. Belmont stated that if it gets taken over by anyone it should be by Jefferson County. Commissioner Boyer noted that this would be something to look at in the future. Mr. Gregory stated that the PLDD should continue to try and make Jefferson County responsible.

Commissioner Uyeda noted that over the last few days (of heavy rains) we've had four inches within twenty four hours, it was pointed out to him by former Commissioner Walt Cairns, that these levels are nearing the 100 year storm flood levels.

Commissioner Boyer made a motion to adjourn the December 11, 2014 PLDD Regular Meeting at 10:33 a.m., Commissioner Uyeda seconded the motion. Commissioner Wilcox carried the motion. Motion approved 3-0.

The next regularly scheduled meeting of the PLDD will be held on Thursday, January 8, 2015 in the Bay View room at the Beach Club.

Respectfully Submitted by: Susan Bartkus, Administrative Assistant

Approved:

Approved:

Approved:

Dwayne Wilcox
Drainage District
Commissioner

Allen Uyeda
Drainage District
Commissioner

Jim Boyer
Drainage District
Commissioner