

**Port Ludlow Drainage District (PLDD)**  
**P.O. Box 65261, Port Ludlow, WA 98365**

**Agenda for Commissioners' Regular Meeting # 0224**

**Thursday, April 13, 2017 at 10:00 AM**

**Held at the Beach Club**

**121 Marina View Drive, Port Ludlow, WA. 98365**

**Call to order:**

**Roll Call:**

**Consent Items:**

1. Approval of the March 9, 2017 Regular Meeting Minutes
2. Approval of Payroll Warrant Transaction #17-P06 for dates February 26, 2017 through March 31, 2017 in the amount of \$520.39.
3. Approval of the Other Voucher/Warrants #17-019 - #17-027 from March 01, 2017 through March 31, 2017 in the amount of \$6,671.37
4. Overall Payroll Warrant and Voucher Warrants in the total amount of \$7,191.76

Payroll/ Warrant Transactions	Vendor	Vouchers (Warrant)	Payroll Warrant	Description	Total
17-P06	Susan Bartkus (Payroll )		\$520.39	24.5 hours wages (2/26 – 3/31/2017)	\$ 520.39
<b>Voucher/Warrant</b>					
17-019	Artemis Computing	\$ 375.00		Quarterly Retainer (\$300.00), Domain Reg. & Email Hosting (\$75.00)	\$ 375.00
17-020	Susan Bartkus	\$ 170.47		Mileage (\$22.47), Reimbursement of Filing Fee for Resolutions #2017-1 & -3 with Jeff. Co. Auditor (\$148.00)	\$ 170.47
17-021	Glessing & Associates, CPA	\$ 198.00		Accounting Services: 3/2 1.2 hrs., 3/3 .7 hrs., 3/3 .5 hrs., 3/3 .5 hrs., 3/7 .4 hrs.	\$ 198.00
17-022	Gray & Osborne Inc.	\$ 951.24		March Invoices – January Commissioner Mtg., 6 project reviews	\$ 951.54
17-023	Ludlow Maintenance Commission	\$2,616.00		Annual Agreement Jan-Dec. Facilities Usage & Admin. Support - 2017 Billing	\$ 2,616.00
17-024	Ogden, Murphy & Wallace Attorneys	\$ 61.00		2/10, .10 hr. Email follow-up Meeting w/ Commissioners, 2/16, .10 hr Email to Commissioner Smith regarding email communications. Total: .20 hr	\$ 61.00
17-025	Katie Smith	\$900.00		10 Mtgs: . 2016} 9/8, 9/22, 10/13/ 11/10, 11/15, 12/8 2017} 1/12, /1/18, 2/9, 3/9 @ \$90.00 per mtg.	\$ 900.00
17-026	Katie Smith	\$129.00		Reimbursement for Public Officials Bond Premium Payment to Surety Bond.com	\$ 129.00
17-027	Yarddogs Landscaping, Inc	\$1,270.36		Inspect & service all sites as needed. Areas 1, 2, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21. Inspected, weed whacked drain entrances of these areas.	\$ 1,270.36
Total Payroll/Vouchers		\$6,671.37	\$520.39		\$ 7,191.76

**Financial Information:**

PLDD Cash Account	\$106,790.41
PLDD Reserve Account	\$ 40,000.00
PLDD Interest Income Reserve Fund	\$ 6,684.94
Expenses – Current Month from above	\$ (7,191.76)
<b>NET TOTAL ALL ACCOUNTS</b>	<b>\$146,283.59</b>
Special Assessment	\$ 118,600.00
PAID TO DATE	\$ (10,775.16)
UNPAID (REMAINING)	\$ 107,824.84

Expenses – Calendar Year to Date (2017)	\$ 37,942.17
Expenses – County Budget Year to Date (Jan. 23 – April 2017)	\$ 20,312.07

**Public Forum:** Anyone in the audience having drainage related comments and or statements may bring them to the attention of the Commissioners.

**Correspondence:** Log book available for review at each Regular Meeting:

**Old Business:**

1. 192 Montgomery Court, lot # 5-0-012, Deborah Helleson request for meeting discussion and PLDD review of drainage
2. 100 Bluebird Lane, lot # 6-0-011, Allan Kiesler request to change PLDD zoning designation from Zone 2 to Zone 3.
3. Waste Water Treatment Plant (WWTP) Overflow Containment Project –Engineer Review with OWSI
4. Status of Condon Lane Outfall (Project #9) Water Seepage from catch basin connection to pipe
5. Public Records: Resolutions: 2017-04 Index, #2017-05 Public Records Policy and Officer (PRO) , Request Form

**New Business:**

1. Census Bureau - 2017 Census of Governments Survey of Public Employment & Payroll– due April 27, 2017 (seeking Pay Period, Number of Employees, Gross Payroll Amounts, Hours Worked)
2. Clerical Supervision

**Engineer Reports:**

**Commissioners’ Reports and Comments:**

1. Commissioner Forbes, March 17 meeting with Jefferson County Department of Community Development Associate Planner David Wayne Johnson
2. Commissioner Uyeda, Site visit March 14 with Allan Kiesler at lot # 6-0-011, 100 Bluebird Lane
3. Commissioner Forbes, Site visit March 23 with Casey Brace, lot # 2-3-138, 23 Explorer Lane
4. Commissioner Uyeda, Status of April 3 request from Carol Prisman Reed, lot # 3-0-003, 103 Schooner Lane
5. Commissioner Uyeda, Attorney Consultation regarding Resolutions, Commissioner Compensation

**Meeting Adjournment:**