

PORT LUDLOW DRAINAGE DISTRICT

**Post Office Box 65261
Port Ludlow, 98365 Washington**

Minutes of 2nd Meeting
10AM, 14 February 2001

Call to Order and Approval of Minutes:

The 2nd meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Walt Cairns, with the first order of business was approval of the Minutes of the 10 January 2001 meeting. The PLDD Commissioners approved the minutes as written.

Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 10 January to 14 February 2001 for the total amount of \$344.96. A breakdown of this total is available from the Treasurer.

Public Forum:

No one in attendance requested to speak on any Drainage District subject at this meeting.

Old Business:

1. The hiring of a clerk to attend to taking minutes at the monthly meeting, attend to phone messages, and accomplish other clerical duties as required was discussed, and a favorable consensus was obtained. An advertisement for a temporary employee will be placed on the LMC bulletin board and if this does not result in finding a clerk than an advertisement will be placed in the Leader.
2. The establishment of a phone number and the purchasing of an answering machine was approved by the PLDD Commissioners. Dick Smith LMC business manager will look into the possibility of adding a 437-number to the Beach Club phone system for the Drainage District use. The phone expense will be paid by PLDD. An answering machine will answer this line at all times.
3. The PLDD Commissioners approved obtaining a business license, and obtaining a file cabinet. Two tentative locations for the file cabinet were proposed. One being the downstairs file room in the Beach Club and the other in the Bridge Deck. No final decision was reached.
4. The assessment formulation study is still being negotiated with the Engineering Firm of Gray and Osborne Inc. The study is to be completed before 1 September 2001. When the study is completed the PLDD Commissioners and Jefferson County Commissioners will hold a public meeting to present the study findings to the Residents in the District.

5. The PLDD Commissioners have requested the Jefferson County Auditor to submit a new invoice to the District in order that a voucher can be prepared and approved to pay this debt of \$4556.65.

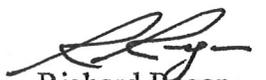
New Business

1. The proposed interim budget was discussed. This budget includes only the \$44,500.00 that the Jefferson County Board of Commissioners approved at their 18 December 2000 meeting as a District startup loan. The PLDD Commissioners approved this budget as Resolution 2001-1. A budget for years 2001 and 2002 will be prepared before the end of September 2001 once the District knows the amount of funds available.
2. Discussions were held with Mr. Blair Burroughs Esq. Mr. Burroughs is an attorney that specializes in Drainage District, Water and Sewer District, Diking District, Environmental, and Water Law. The PLDD Commissioners approved entering into an agreement for his services on an as required basis. Mr. Burroughs will send the District the necessary paper work to complete this action. The PLDD Commissioners will act on this at the next regularly scheduled meeting.
6. Discussions were held pertaining to the selection of an engineering firm or firms to accomplish on call engineering work, develop grant applications, write a scope of work for the accomplishment of a Comprehensive Drainage Study for the District, and perform other engineering work as required. A major item in this work will be to locate all drainage easements and agreements held by various entities throughout the District and transfer these easements and agreements to the PLDD.

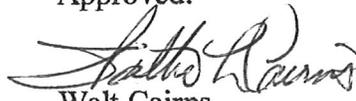
* Pending review and acceptance of his contract proposal

The next meeting of the Drainage District will be held on 14 March 2001. At this meeting one order of business will be to adopt a Resolution as to when and where the regularly scheduled meetings will be held. The meeting adjourned at about 11:30 AM.

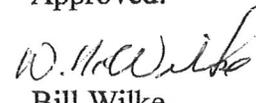
Respectively Submitted:


Richard Regan
Drainage District
Secretary

Approved:


Walt Cairns
Drainage District
Chairman

Approved:


Bill Wilke
Drainage District
Treasurer