

Minutes of the 188th Port Ludlow Drainage District
 Regularly Scheduled Meeting
 Thursday, April 10, 2014 10:00 AM
 ~ Approved~

The, 2014 PLDD Meeting was Called to Order in the Gallery Room at the Beach Club, 121 Marina View Drive, Port Ludlow, Washington at 10:00 a.m. by Chair Commission Dwayne Wilcox.

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

Attendance: Attorney Shane Seaman, Administrative Assistant Sue Bartkus. Guests included: Ron Gregory, Bud Kerns, Art Moyer, Richard Regan, Katie & Mel Smith, and Elizabeth Van Zonneveld.

Minutes: Commissioner Wilcox made a motion to approve the minutes of the March 13, 2014 regular Meeting. Commissioner Boyer seconded the motion. Commissioner Uyeda carried the motion. Motion approved 3-0.

Expenses: Commissioner Wilcox reviewed expenses. Commissioner Uyeda made a motion to approve the vouchers from March 5, 2014 to April 10, 2014 for a total of \$4,653.34. Motion was seconded by Commissioner Wilcox. Motion was carried by Commissioner Boyer. Motion approved 3-0.

Voucher Summary:

Voucher Number	Item Description	Amount
14-022	Gray & Osborne, Inc	\$ 1,476.44
14-023	Glessing & Associates	\$ 275.50
14-024	Artemis Computing	\$ 390.00
14-025	Seaman Law Firm	\$ 197.50
14-026	Yard Dog Landscaping	\$ 1,270.36
14-027	Dwayne Wilcox	\$ 401.82
14-028	Allen Uyeda	\$ 360.00
14-029	Susan Bartkus	\$ 271.50
14-030	Department of L & I	\$ 10.22

Financial Summary:

PLDD Cash Account	\$ 208,216.29
PLDD Reserve Account	\$ 40,000.00
PLDD Interest Income Reserve Fund	\$ 6,317.82
Expenses – Current Month from above	\$ (4,653.34)
NET TOTAL ALL ACCOUNTS	\$ 249,880.77

Special Assessment 2014	\$ 150,400.00
PAID TO DATE	\$ (19,186.51)
UNPAID (REMAINING)	\$ 131,213.49

Public Forum:

- Guest Ron Gregory noted that he made an informal request to view the last three invoices from attorney Shane Seaman to the District and that he was told by administrative assistant Sue to make an appointment with the accountant. He tried to do so and was told by the accountant, Glessing, that she could not do that without prior authorization. Chair Wilcox noted that it would be necessary for Mr. Gregory to submit a records request prior to making an appointment with accountant Glessing to view the documents

New Business: No new business was discussed.

Old Business:

1. Commissioner Wilcox reported receiving a letter from Sally Orsborn. In her letter, Ms. Orsborn expressed dissatisfaction with PLDD progress regarding the **Trader Lane** drainage issues. Consequently, Commissioner Wilcox contacted Gray & Osborne engineer Nancy Lockett, to determine what the status on this matter was. Engineer Lockett reported to him that Mr. Orsborn had been given all the plans to review and that it was just a matter of waiting for Mr. & Ms. Orsborn's comments before the PLDD could proceed.
2. Commissioner Wilcox thanked Commissioner Boyer for setting up a meeting on April 24, 2014 at 10:00 a.m., for the PLDD (and any interested parties) to walk the site and discuss the **Cascade Lane** project, with Jefferson County Public Works Director/County Engineer, Monte Reinders. Commissioner Wilcox looking at ways to reduce the scope and the cost of the project even further, and that the ultimate goal of the PLDD was to trend down from construction of Stormwater mitigation projects and move the PLDD into a maintenance position. Commissioner Boyer said the meeting was to look at the County opinion of the outflow and see if their facilities can handle the increased flow from the proposed project. Katie Smith asked if engineer Nancy Lockett would be attending the site visit. Commissioner Wilcox noted that she wasn't requested by the PLDD to be there, but she could if she so choose. Commissioner Uyeda diagrammed the site and explained the new ideas for decreasing the scope and cost of the project. Ron Gregory asked if another engineer had given an opinion, Commissioner Boyer noted that he had spoken with two engineers who will come to the site and review the project without a fee to the PLDD.
3. Commissioner Wilcox noted that:

- He asked Glessing & Associates and Artemis Computing to prepare contracts for their services with PLDD, they each complied and the Commissioners will be signing those contracts this day.
- The small works contract with Yard Dog Landscaping will be reviewed when their contract is up for renewal in August of this year.
- The insurance coverage with Enduris was renewed for another year,

Executive Session: Commissioners dismissed the regular meeting to conduct a special executive session with attorney Shane Seaman at 10:30 a.m.

Regular Meeting resumed at 11:08 a.m. Commissioners reported that during Executive Session, it was decided that no action was to be taken.

The April 10, 2014 PLDD Regular Meeting adjourned at 11:09 a.m.

The next regularly scheduled meeting of the PLDD will be held on Thursday, May 8, 2014 in the Gallery 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