

Minutes of the 198th Port Ludlow Drainage District
 Regularly Scheduled Meeting
 Thursday February 12, 2015 10:00 AM

The February 12, 2015 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. Engineer Nancy Lockett. Guests included: Brian Belmont, Lyle Newlin, and Katie & Mel Smith.

Minutes: Commissioner Wilcox made a motion to approve the minutes of the January 6, 2015 Regular Meeting, it was noted by Commissioner Boyer (who abstained from voting as he had not been present at that meeting) that the meeting was on January 8, 2015, not the 6th. Commissioner Uyeda seconded the motion. Motion approved 2-0.

Expenses: Commissioner Wilcox reviewed expenses, explaining each charge for guests. Commissioner Wilcox made a motion to approve the vouchers from January 6, 2015 to February 6, 2015 for a total of \$12,815.56. Motion was seconded by Commissioner Uyeda. Motion was carried by Commissioner Boyer. Motion approved 3-0.

Voucher Summary:

Voucher Number	Item Description	Amount
15-009	Susan Bartkus	\$310.30
15-010	Artemis Computing	\$225.00
15-011	WA State Auditor	\$1,504.80
15-012	Gray & Osborne Inc.	\$5,461.82
15-013	Ludlow Maintenance Commission	\$2,616.00
15-014	Yard Dog Landscaping	\$1,270.36
15-015	Seaman Law Firm	\$1,170.00
15-016	Glessing & Associates	\$257.28

Financial Summary:

PLDD CASH ACCOUNT	\$290,972.37
PLDD RESERVE ACCOUNT	\$ 40,000.00
PLDD INTEREST INCOME RESERVE FUND	\$ 6,349.13
EXPENSES – CURRENT MONTH FROM ABOVE	\$ (12,815.56)
 NET TOTAL ALL ACCOUNTS	 <u>\$ 324,505.94</u>
 SEPCIAL ASSESSMENT 2015	 \$ 123,000.00
PAID TO DATE	\$ (184.68)
 UNPAID (REMAINING)	 \$ 122,815.32

New Business:

1. Chair Commissioner Wilcox reported that Mr. E.J. Klinker, Olympic Ridge, Inc., a contractor working on the Kay/Shaw residence at 41 **Libby Court** (lot # 2-1-046), asked to perform some work to fix a culvert that was installed in the nearby Greenbelt area, on top of the root system of a large tree, thereby preventing the drainage from discharging properly down the ditch, and making it overflow onto 41 Libby Court. Commissioner Wilcox noted that Mr. Klinker offered to perform the work to correct this at his cost. Commissioners Boyer and Uyeda, Engineer Lockett, Mel & Katie Smith, and Ludlow Maintenance Commission (LMC) General Manager Brian Belmont, agreed to conduct a site visit directly after this day's meeting.

Old Business:

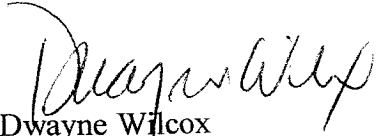
1. Engineer Lockett and the Commissioners discussed the **Trader Lane** project, and using the Small Works Roster to obtain bids to complete the project. Engineer Lockett will send the bid documents to the participants on the PLDD Small Works Roster (SWR), informing them that the closing date would be March 6, 2015 at 2:00 p.m. Extended discussion was held regarding the laws about the SWR, including the PLDD attorney's opinion regarding the usage. It was noted that in 2004, a Resolution was passed by the Commissioners of the District at that time, to utilize the Small Works Roster process. Engineer Lockett noted that the maintenance of the area would become part of the regular maintenance schedule for Yard Dog Landscaping, or whoever would be contracted to perform the regular PLDD Maintenance. She also reported that the area could easily be hand maintained without equipment, so it won't interfere with the sidewalk near the area. Commissioner Boyer made a motion to have Commissioner Wilcox contact Ivan Robbins, the owner of lot # 2-3-180, 11 Trader Lane, to see if he would want to have work performed on his ditch, and also to contact Monte Reinders, to re-confirm Jefferson County's contribution to the project. Commissioner Uyeda seconded the motion. Commissioner Wilcox carried the motion. Motion approved 3-0. Commissioners directed assistant Bartkus to file the signed PLDD LMC easement document for construction and maintenance of both the Trader Lane project and the Cascade Lane project at the Jefferson County Clerk's office this day.
2. Commissioner Wilcox reported that the Washington State had called for the cancellation of the **Public Works Trust Fund Loan** that had been obtained for the now defunct Rainier to Oak Bay Road Project. Once that project had been terminated, the State had given consent for the loan to be used for the new **Cascade** project. As the funds were not utilized to date, the State sent a document rescinding the loan. After discussion, it was decided by the Commissioners that the money in the PLDD reserves, and the assessments collected this spring would most likely be able to cover the cost of the project. Commissioner Wilcox made a motion to terminate the loan, Commissioner Boyer seconded the motion. Commissioner Uyeda carried the motion. Motion approved 3-0. Commissioner Wilcox signed the cancellation documents, which will be sent back to the State offices this day.

Commissioner Boyer made a motion to adjourn the February 12, 2015 PLDD Regular Meeting at 10:40 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, March 12, 2015 in the Bay View room at the Beach Club.

Respectfully Submitted by: Susan Bartkus, Administrative Assistant

Approved:



Dwayne Wilcox
Drainage District
Commissioner

Approved:



Allen Uyeda
Drainage District
Commissioner

Approved:



Jim Boyer
Drainage District
Commissioner