

**Port Ludlow Drainage District (PLDD)**  
**June 11, 2020**  
**Board of Commissioners Special Meeting - #0262**  
**Telephonic Open Meeting**  
**Minutes**  
**Final**

The Special Meeting of the Port Ludlow Drainage District (PLDD) was called to order telephonically by Commissioner Don Forbes at 10:00 a.m. on June 11, 2020.

**1. CALL TO ORDER:** Commissioner Don Forbes called the meeting of the Port Ludlow Drainage District to order at 10:00 a.m. Commissioner Forbes noted that the PLDD is operating under Emergency Proclamation 20-28 from Governor Inslee dated March 24, 2020, waiving and suspending the portions of OPMA RCW 42.30 that require in-person meetings in order to avoid public gathering. Under the proclamation the PLDD is not providing speaker phones. The meeting is being conducted telephonically.

Commissioner Forbes read the Agenda items into the record.

**2. ROLL CALL:** Commissioner Don Forbes, Commissioner Deborah Helleson present. Cammy Brown, Recording Secretary present.

**3. AGENDA APPROVAL:**

**MOTION:** Commissioner Deborah Helleson made a motion to approve the Agenda as presented. Commissioner Don Forbes seconded the motion. Motion carried unanimously.

**4. CONSENT AGENDA**

- a.** Review and Approval of Meeting Minutes dated May 14, 2020.
- b.** Review and Approval of Vouchers #20-34 thru 20-37 – Voucher total of \$4,042.71. This includes the 2020 loan payment of \$2,091.79 to the Public Works Trust Fund. As of May 31, 2020, PLDD account balances totaled \$246,654.51 as reported by Jefferson County Treasurer.

**MOTION:** Commissioner Deborah Helleson made a motion to approve the Consent Agenda as presented. Commissioner Don Forbes seconded the motion. Motion carried unanimously.

**5. SIGNING OF DOCUMENTS:** Signing of documents will be done within 5 business days of the approval as provided for in Resolution 2020-01. Further, following guidelines agreed to with the Jefferson County Auditor, the documents will be signed using e-signatures.

**6. MEETING ADJOURNMENT:**

**MOTION:** Commissioner Deborah Helleson made a motion to adjourn the June 11, 2020, Special Meeting of the Port Ludlow Drainage District. Commissioner Donald Forbes seconded the motion.

Motion carried unanimously. Meeting adjourned at 10:03 a.m.

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Minutes prepared by Cammy Brown, Recording Secretary

Approved:



07 / 09 / 2020

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Commissioner Don Forbes, Chair

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Date



07 / 09 / 2020

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Commissioner Deborah Helleson

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Date

*Please note the Port Ludlow Drainage District (PLDD) meetings are audio recorded and are available on the PLDD website at [www.pldd.org](http://www.pldd.org).*