

Port Ludlow Drainage District (PLDD)
May 14, 2020
Board of Commissioners Special Meeting - #0261
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 May 14, 2020.

1. CALL TO ORDER: Commissioner Don Forbes called the meeting of the Port Ludlow Drainage District to order at 10:01 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 (District 2), Commissioner Deborah Helleson present. Cammy Brown, Recording Secretary present and signed on at 10:02 a.m. Meeting was in session.

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 April 9, 2020.
- b.** Review and Approval of Vouchers #2020-028 thru 2020-033– Voucher total of \$4,368.35. As of April 30, 2020, PLDD account balances totaled \$245,183.87. The vouchers are for the typical vendor services that the PLDD receives which are Gray and Osborne, our General Engineering Consultants, as well as Peninsula Legal Secretarial Services, Sea-Wing Design, our web designer, Yarddogs, and Ogden Murphy Wallace for the PLDD’s legal services. Commissioner Forbes also noted that the Ogden Murphy Wallace vouchers are in the order of \$2100.00 which is unusually high, but the PLDD had numerous public records requests in the earlier part of the year. In order to make sure that the PLDD abided by the provisions of the Public Records Request Act, it sent everything to its legal services. They handled the responses directly, and therefore their services were higher than normal.

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 May 14, 2020, Special Meeting of the Port Ludlow Drainage District. Commissioner Donald Forbes seconded the m motion. Motion carried unanimously. Meeting adjourned at 10:04 a.m.

Minutes prepared by Cammy Brown, Recording Secretary

Approved:

Commissioner Don Forbes, Chair

Date 06 / 11 / 2020

Commissioner Deborah Helleson

Date 06 / 11 / 2020

Please note the Port Ludlow Drainage District (PLDD) meetings are audio recorded and are available on the PLDD website at www.pldd.org.