

**Port Ludlow Drainage District (PLDD)**  
**November 11, 2021**  
**Board of Commissioners' Special Meeting - #0283**  
**Minutes**

1. **CALL TO ORDER:** Commissioner Gary Rygmyr called the November 11, 2021, No. 0283, Special Meeting of the Port Ludlow Drainage District Commission to order at 10:00 a.m. and noted that the PLDD is operating under Governor's Emergency Proclamation Covid and Health Protection but more specifically we are also operating now under OPMA 20-28.15 for Phase 3 Healthy Washington Plan that still mandates that the Port Ludlow Fire Hall remains closed to meetings. Therefore, this is a fully electronic Zoom meeting.

2. **ROLL CALL:** Commissioner for District 1 Gary Rygmyr, and Commissioner for District 3 Michael Nilssen, were present. Recording Secretary Cammy Brown and Records Clerk Mary Paxton, and Engineer Nancy Lockett were also present. A quorum was established. Commissioner Rygmyr introduced newly appointed Commissioner Dean Cole, of District 2. Commissioner Cole had not been sworn in yet so he could not officially represent the district at this time.

3. **AGENDA APPROVAL:** Commissioner Rygmyr went over the agenda.

**MOTION:** Commissioner Michael Nilssen made the motion to approve Agenda as presented. Commissioner Gary Rygmyr seconded the motion. Motion carried unanimously.

4. **PUBLIC COMMENT:** No public comment.

5. **CONSENT AGENDA:**

- a. Minutes from October 19, 2021, Special Meeting No. 0281.
- b. No. 0283 Voucher Summary: numbers 21-075 thru 21-079 totaling \$3,815.43: payroll in the amount of \$490.61 Services and supplies in the amount of \$3,324.82.


**MOTION:** Commissioner Gary Rygmyr made a motion to approve the Consent Agenda as presented. Commissioner Michael Nilssen seconded the motion. Motion carried unanimously.

8. **SIGNING OF DOCUMENTS** will be done within 5 business days of the approval as provided for in Resolutions 2020-01 and 2020-02.

6. **ADJOURNMENT:** Commissioner Gary Rygmyr adjourned the Special Meeting of the Port Ludlow Drainage District at 10:09 a.m.

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Minutes prepared by  
Cammy Brown, Recording Secretary

Approved by:

  
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12/13/2021

Commissioner 1, Gary Rygmyr, Chair

Date

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12/14/2021

Commissioner 2, Dean Cole

Date

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12/12/2021

Commissioner 3, Michael Nilssen

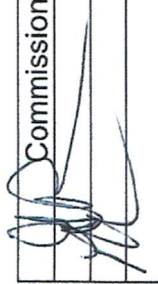
Date

*Please note the Port Ludlow Drainage District (PLDD) meetings are audio recorded and are available by request at the PLDD website at [www.pldd.org](http://www.pldd.org).  
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**Vouchers ATTACHEMENT TO COUNTY CHECK REQUEST 11112021 PLDD283**  
**PLDD Inhouse Voucher Summary**  
**Meeting # 0283 Date November 11, 2021**

Voucher Number	Vendor Services	Vendor Code	Account to be Charged (BARS)	Amount	Total Voucher Amount
21-075	Mary Paxton – Payroll for October Reimbursement for MicroSoft Office Reimbursement for printer ink Reimbursement for postage	8925	53150.41.0150 53150.49.0000 53150.31.0020 53150.42.0010	\$490.61 \$69.99 \$81.20 \$23.20	\$490.61 \$69.99 \$81.20 \$23.20
			<b>Payroll Total</b>	490.61	490.61
21-076	Ogden Murphy & Wallace LLC Legal Services through September 30, 2021	5610-695	53150.41.0100	\$1032.10	\$1032.10
21-077	Yarddogs Landscaping, Inc. Maintenance thru September	8781	53150.31.0030	\$1590.03	\$1590.03
21-078	Sea Wings Designs	7001	53150.31.0020 53150.42.0010	\$20.00 \$8.30	\$20.00 \$8.30
21-079	Falge Financial Bookkeeping Services September and October	9022	53150.41.0150	\$500.00	\$500.00
<b>Vouchers for supplies and services: \$</b>				<b>Total</b>	<b>\$3324.82</b>
					<b>\$3815.43</b>

Commissioners' initials



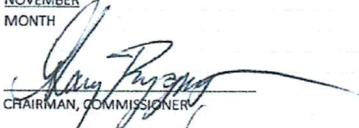
HDR	DUE DATE	INVOICE DATE	INVOICE NUMBER	VENDOR NUMBER	REMIT NUMBER	VENDOR NAME	DESCRIPTION	INVOICE TOTAL	ORG CODE	OBJECT CODE	AMOUNT-DTL
1	11/15/2021	10/31/2021	V21-075 283		8925	0 MARY PAXTON	M PAXTON PAYROLL & RI	665.00	69500589	589400	665.00
1	11/15/2021	10/7/2021	855876 V21-076		5610	695 OGDEN MURPHY WALLACE PLLC	LEGAL THROUGH SEPT 3C	1,032.10	69500589	589400	1,032.10
1	11/15/2021	10/30/2021	202111 V21-077-283		8781	0 YARD DOG LANDSCAPING INC	OCTOBER MAINTENANCE	1,590.03	69500589	589400	1,590.03
1	11/15/2021	10/14//2021	1050 V21-078-283		7001	0 SEA WING DESIGNS	REIMBURSE FLASHDRIVE!	28.30	69500589	589400	28.30
1	11/15/2021	10/30/2021	3191 3222 V21-079-		9022	0 FALGE BOOKKEEPING SERVICES	SEPT & OCT BOOKKEEPIN	500.00	69500589	589400	500.00
								3815.43			3815.43

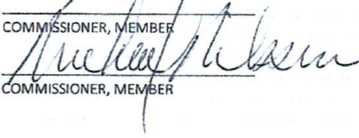
I, THE UNDERSIGNED BOARD OF COMMISSIONERS DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN, THAT ANY ADVANCE PAYMENT IS DUE AND PAYABLE PURSUANT TO A CONTRACT OR IS AVAILABLE AS AN OPTION FOR FULL OR PARTIAL FULFILLMENT OF A CONTRACTUAL OBLIGATION, AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST JEFFERSON COUNTY AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

NOVEMBER  
MONTH

TOTAL WARRANT AM 3815.43

3,815.43

  
CHAIRMAN, COMMISSIONER

  
COMMISSIONER, MEMBER