



Port Ludlow Village Council
Board of Directors Meeting
December 6, 2018 — 3:00 p.m.
Bay Club

Minutes

Attending: Randy Deering, Bill Dean, Steve Frenzl, Steve Hammond, Paul Hinton, Tam McDearmid, Pat Page, Gil Skinner, and Phyllis Waldenberg.

I. Call to Order

President Bill Dean called the meeting to order at 3:00 p.m. and reminded everyone to be courteous and considerate of each other during the course of the meeting.

II. Declaration of a Quorum

Secretary Pat Page stated that there was a quorum.

III. Notification of the Meeting Being Recorded and use of Roberts Rules of Order for Small Board Protocol

Bill notified the attendees that the meeting was being recorded and the small boards protocol was being followed.

IV. Amendments and Adoption of the Agenda

Motion was made seconded and passed to accept the agenda as passed.

V. County Reports

a. County Commissioner Kathleen Kler

Kathleen made a farewell presentation as this was her final PLVC Board meeting as Commissioner. She will not run for her office this year and will be followed in her position by Greg Brotherton. In her remarks she emphasized the importance of volunteers in maintaining Jefferson County's own special culture and noted that Port Ludlow was a community of outstanding volunteers.

She also touched on the upcoming and continuing items on the County Commissioners' agenda including the 2019 budget, the 1 percent cap on Washington State's counties ability to raise money, the Comprehensive Plan, the Shooting Ordinance, and Mental Health support.

Bill Dean made a presentation of a Certificate of Appreciation to Kathleen for her service to the County and Port Ludlow. In addition, Dave Jurca and Dave McDermid, in honor of Kathleen's work on the tree harvest issue, presented her with an engraved plaque with Joyce Kilmer's poem, *I Think I Shall Never See a Sight as Lovely as a Tree*. Bill Dean, Dave McDermid and Dave Jurca then presented Kathleen with a "Three Amigo's Hat" making her the Fourth Amigo.

Brian Belmont and Dan Darrow each thanked Kathleen for her service and her willingness to help the citizens of Port Ludlow.

b. Commissioner-elect Greg Brotherton

Bill Dean introduced Greg and asked him to say a few words. Greg thanked Port Ludlow for supporting him in the election. He made a commitment to attend the PLVC Board meetings and asked that we knock on his door or give him a call with any county issues that arise. Among the issues facing the county as mentioned by Ms. Kler, he hopes also to encourage and promote responsible development of the county.

Greg will be sworn into office on December 31 at 1:00 p.m. at the county courthouse.

VI. Developer Report

Bill welcomed Greg Rae the incoming president of Olympic Water and Sewer (OWSI). Greg replaces Larry Smith who retired in September. Greg noted that he has a history as a water and wastewater technician and in 1990 came to work for Pope Resources and has been involved with the developer for the last 30 years. He knows our system and lives in the area. He hopes to make a good difference

in Port Ludlow and asked that everyone with questions give him a call. He will also be working with the PLVC Utilities Committee.

VII. Community Interest Reports

Bill thanked the Holiday Lights Committee Chair Dave McDearmid for his ongoing commitment to the Holiday Lights installation and maintenance and Terry Umbreit for his fundraising efforts along with Wave Broadband and Lakeside Industries for their help in the installation.

a. Firewise Program-Bill Dean

Bill discussed the Firewise Program and explained the programs goals and implementation. Bill stated: I hereby move that the PLVC not take on a project to make all of Port Ludlow a "Firewise" community but provide Firewise materials to the general managers of the LMC and SBCA. If requested by those general managers, to act as a resource if any of their committees/villages/organizations would like additional information on Firewise. Motion was seconded and passed.

Additionally, it is moved that the PLVC Emergency Management Committee shall work with the Port Ludlow Fire Chief to develop any specific recommendations relative to Port Ludlow fire prevention. Motion was seconded and passed.

b. Health & Wellness-Phyllis Waldenberg & Paul Hinton

Phyllis announced that an Advanced Planning Seminar (advance directives, etc.) presented by Judy McCay and Karen Griffith was next on the agenda for the Health and Wellness presentations. Phyllis and Paul noted that the Health and Wellness seminars will now be held once every quarter rather than monthly.

VIII. Homeowners Association Information

a. LMC-Randy Deering

Randy Deering noted that as a community we are grateful in having two great club managers in Brian Belmont and Mark Torres. He particularly thanked Brian Belmont for his most recent management of the Beach Club "beautification" and painting project and thanked Jamie Bima for heading up the Christmas decoration project for both the inside and outside of the Beach Club.

Randy also reminded the attendees that the Annual Polar Plunge is approaching on New Year's Day and invited everyone to participate. He wished everyone Happy Holidays.

b. SBCA-Gil Skinner

Gil reported that the SBCA Pancake Breakfast made \$750 and all proceeds would go to the food bank. He thanked LMC for putting out the information to North Bay residents as well. He noted that for 2018, SBCA has raised over \$26,000 and contributed over 450 lbs. of food for the Tri-Area Community Food Bank.

Gil also wanted to report that beginning with the January breakfast the net proceeds will go to a local charity. The Board will also be considering that any local community group (North or South Bay) who volunteers to help at the Pancake Breakfasts will be able to apply whatever money is netted against their Bay Club user fees if applicable. Gil feels this is a big win for everyone in the community.

Gil also noted that a number of traffic safety had been addressed and thanked Mark Torres for affecting the changes in tree removal, speed reduction lane, trimmed bushes and shrubbery, as well as improved street lighting.

Gil also announced that the Friday Social will be replaced in January by a Jazz Group and Happy Hour on the second Friday of the Month. Food and drinks will be available at the event.

He also thanked Rachel Boock and Barbara Skinner for their work on the Bay Club holiday decorations and reminded everyone that the Annual Gala was this Friday as well as the PLPA concert on Saturday.

IX. Citizen Comments Two (2) Minutes Each

Bill asked for citizen comments. There being none, Bill indicated that the Board would now proceed to the business portion of the meeting and stated that any of the attendees who wished to leave may do so if they wished and asked everyone to take a look at Steve Hammonds artwork on display in the hallway.

X. PLVC Reports/Actions

a. President-Planning for the Year

i. Committee Member List Approval

Discussion was held regarding the 2019 Committee Assignment list with particular attention to the two new committees which have been recommended: Marketing and Promotions and Trash Bash. Motion was made to establish the Marketing and Promotions Committee and combine it with the existing Communications Committee. Motion was seconded and passed.

Steve Frenzl commented on the proposed Trash Bash Committee stating its purpose was to beautify Port Ludlow by addressing the roadside trash issue. Gil asked about safety and liability and Steve Frenzl noted that it was similar to the Trails Committee insurance and liability coverage and the appropriate releases, etc. would be employed. Chris Dean opposed the idea based on her previous experience, stating that as older citizens, we might want to think of engaging younger groups (Boy Scouts, High School Community Service Groups) to do this type of clean-up.

Bill asked for a motion to establish the committee and investigate all applicable safety and liability issues. Motion was seconded and passed.

Bill then asked for a motion to approve the 2019 Committee Assignment list as stated with the two new committees. Motion was seconded and passed.

ii. Activiy Priorities List Approval

Bill tabled this item for now and will address at the PLVC workshop on December 18.

iii. Trails Budger 2019

Bill reviewed the most recent meeting of the Trails Committee which established their 2019 plan. The proposed budget provides for equipment purchase and reserve funds and was reviewed by the Board. Bill made a motion to approve the Trails Committee Budget of \$4,000 and authorize payment of PLVC's portion of \$1,000. Motion was seconded and passed.

iv. Trails Relationship to LMC & SBCA

In an effort to establish a working trails agreement with both Clubs, the existing Trails agreement has been revised to change the liability issue somewhat, along with work safety guide lines and put them together establishing a set of signs referring to RCW 4.24.210 to protect both organizations from liability for unintended injuries to Trail users, both residents and the general public. During the past week, our insurance company and the clubs' insurance companies/attorney reached an agreement and we can now move forward with this agreement.

Bill made a motion that the PLVC approve the following Trails Agreement with LMC:

1. Trails Maintenance Agreement with LMC
2. Liability Release w/ Work Safety Guidelines
3. Notice to be printed on signs and placed at the entrance of each trail. Motion was seconded and passed.

b. Secretary-Pat Page

i. Prior Month's Minutes.

Ms. Page made a motion to accept the November 1, 2018 minutes as written. Motion was seconded and passed.

ii. Correspondence.

Ms. Page reported that there were checks for Holiday Lights Donations, and a bill from attorney Shattuck.

c. Treasurer-Paul Hinton

i. Prior Month's Financial Report

Discussion was held regarding income and expenses for the month. Motion was made to accept the Treasurer's report as presented. Motion seconded and passed.

XI. Other Business

Bill wished everyone a Happy Holiday Season.

XII. Adjournment

Motion was made to adjourn the meeting at 4:15 p.m. Motion was seconded and passed.