

# Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 55<sup>th</sup> Regularly Scheduled Meeting  
10 AM, 8 April 2004

## Call to order and Approval of Minutes:

The 55<sup>th</sup> regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Richard Regan. The first order of business was approval of the minutes of the 25 March 2004 regularly scheduled meeting. Minutes were approved as written.

## Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 11 March to 8 April 2004 for the total amount of \$3,987.81. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
04-021	\$3,456.54	Gray & Osborne, Inc.
04-022	\$277.05	Payroll (Wilson)
04-023	\$45.90	Payroll Taxes (Bank of America)
04-024	\$8.32	L & I
04-025	\$200.00	Bookkeeping (Brown)

## Public Forum:

No one in the audience requested to speak on any Drainage District subject at this meeting

## Old Business:

1. The Commissioners were given an update on the progress of the Oak Bay Road Conveyance System Repair Project. Last month the Commissioners received the paperwork necessary to obtain temporary construction easements located on two private properties. One parcel belongs to a non-resident owner who to date could not be contacted. The other belongs to Melvin and Katie Smith, who personally attended this meeting to get some clarifications. The Commissioners consulted Mr. Burroughs, PLDD attorney, about the Smiths' request to be named insured on the insurance policy associated with this project. Mr. Burroughs confirmed that the District is solely responsible for any injuries sustained by anyone while the work is performed on the temporary easement described and advised against adding names to the list of insured under the policy associated with the project. The Smiths asked for a written assurance that they would not be liable for any harm done to anyone on the

part of their property designated as a temporary construction easement while the easement exists. The Commissioners will consult Mr. Burroughs about granting this request. Discussion followed.

Mr. Baker had sent the bid package to the various contractors and will hold a site meeting with them later this day. The bid opening is scheduled for 10 a.m. on Thursday, 22 April 2004, as the first order of business of the next PLDD meeting.

Mr. Baker brought in two sets of the latest plans (one for the Commissioners, one for the County.) Mr. Stewart, a county engineer, requested a minor change to the plans. Mr. Baker found this request reasonable and agreed to make this change.

2. Commissioner Regan sent a letter to the County objecting to the charges sited in the quitclaim paperwork regarding Montgomery Lane to Condon Lane drainage easement identified by the PLDD Commissioners earlier this year. To date, the Commissioners received no response to this letter.
3. Commissioner Regan reported meeting with Al Scalf, Jefferson County Community Development Department, to discuss improving county drainage requirements. Mr. Scalf had added drainage facilities to the county building inspector's checklist. He acknowledged the county inspectors' lack of training in evaluating local drainage conditions. Discussions were held pertaining to the PLDD providing training to the inspectors working in Port Ludlow area. Following discussion, Mr. Baker was instructed to put together an outline of the discussed training program. Mr. Scalf and some of his staff are expected to attend the next (April 22) PLDD meeting.
4. Mr. Baker brought in a report of the culvert TV inspection performed last month. A detailed discussion of the inspection findings followed. The crew inspected five culverts, identified by Commissioner Regan and Mr. Baker. The Commissioners are pleased with the results, as the inspection found all culverts in working order. Several culverts showing the signs of wear and tear will be monitored and eventually repaired.
5. Mr. Baker checked on repayment schedules for the loans issued to the PLDD for the completion of the Comprehensive Plan. First payment on the Public Trust Fund loan is due in July. The Centennial Clean Water Fund loan will be closed and its repayment schedule will be identified as soon as Mr. Baker completes the necessary paperwork.

**New Business:**

1. Discussions were held pertaining to the Goliah Lane drainage. Harold Moe Construction is currently building two houses in the Goliah Lane cal de sack. The county is considering establishing a drainage ditch on the Swansonville Road above the developing property to help draining that area.

2. Commissioner Regan made a recommendation to change PLDD legal representation. The PLDD is currently represented by a Seattle legal firm, which makes it difficult for the District to get a personalized and quick legal advice. Mr. Regan recommended hiring a certain attorney who recently moved to the Port Ludlow area outside the PLDD boundaries. Following discussion, the Commissioners agreed to meet with this candidate and consider changing PLDD legal representation.

The next regularly scheduled meeting of the Drainage District will be held on 22 April 2004.

The 8 April 2004 meeting adjourned at 11:10 AM.

Respectively Submitted:

Approved:

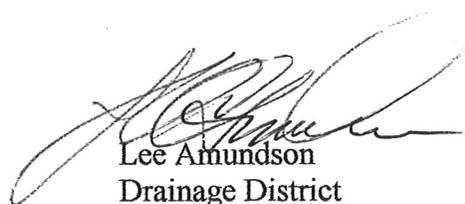
Approved:



James Laker  
Drainage District  
Secretary



Richard Regan  
Drainage District  
Chairman



Lee Amundson  
Drainage District  
Treasurer