

# Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 67<sup>th</sup> Regularly Scheduled Meeting  
10 AM, 28 October 2004

## **Call to order and Approval of Minutes:**

The 67<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 12 August and 14 October 2004 regularly scheduled meetings. Minutes were approved as written.

## **Public Forum:**

Walt Cairns, former PLDD Chairman, reported a Tyee Lane new house construction contractor continuing filling up the roadside ditch. A similar situation was pointed out by Katie Smith, Montgomery Lane resident, with regards to a new house construction on Baldwin Lane. Both issues were referred to the county.

The Commissioners requested legal council to determine if PLDD had legal authority to acquire water and sewer facilities as an entity formed under Title 85. Mr. Knauss, PLDD attorney, will address this issue at the next (November 11) PLDD meeting.

Treasurer Amundson reported consulting Judith Morris, County Treasurer, with regards to a possibility of collecting PLDD assessment as one annual spring payment. Ms. Morris's response was negative. PLDD has no choice but to continue to collect second half of its assessment after the construction season in late fall. This collection method is the only method available to the PLDD.

## **Old Business:**

1. Oak Bay Road Conveyance System Repair Project Phases I & II have been completed. Treasurer Amundson directed Barry Baker, Gray and Osborne Inc., to ask the contractor, Seton Construction of Port Townsend, to submit the final bill in November 2004.

Earlier this fall, Melvin and Katie Smith, Montgomery Lane residents, requested that the PLDD replaced two evergreens (one was damaged, another was cut down by Seton Construction during Oak Bay Road Conveyance Repair Project Phase II). The trees have been purchased and planted. The Smiths will be reimbursed by Seton Construction of Port Townsend.

2. Discussions were held pertaining to Oak Bay Road Conveyance System Repair Project Phase III. Mr. Baker received county comments on Phase III design. These comments will be incorporated into final design. Discussion pertaining to the

replacement and realignment of the culvert that conveys water to the roadside ditch west of Baldwin Lane Oak Bay Road intersection followed.

3. Discussions were held pertaining to Montgomery Lane emergency flood prevention plan, prepared by Mr. Baker upon the Commissioners' request. Mr. Baker explained his design, which, if so required this winter, could be executed by the county road maintenance crew. Josh Stewart, county engineer, will be consulted as proposed plan calls for work in the county right of ways. Completion of Phase III next summer will eliminate the danger of Montgomery Lane flooding and the necessity of having an emergency flood prevention plan.
4. Mr. Baker is still working on setting up county inspectors' training sessions.
5. Mr. Baker reported Ludlow Cove Phase II drainage facilities being built according to original plans. He is concerned that the inverted crown on the road is too shallow to effectively convey water to the catch basins. The Commissioners plan to meet with PLA engineers and visit Phase II construction site to assess drainage facilities built prior to agreeing to accept them.
6. Builder Harold Moe asked to check on the condition of a drainage ditch located by his latest construction project on Yawl Lane. Mr. Stewart will visit the site after this meeting.
7. The PLDD Commissioners will meet with the Ludlow Maintenance Commission Greenbelt Committee later the day of this meeting to discuss landscaping of the greenbelt areas effected by Oak Bay Road Conveyance Repair Project Phases I & II.
8. Discussions were held pertaining to 80 Olympic Lane drainage problem. Mr. Baker prepared and mailed to the Commissioners for a review a letter report showing his solution to this problem. A copy of this report has been sent to the county. Mr. Baker believes that directing water runoff from the West Side of the street driveways off the road and into the roadside ditch will significantly decrease the volume of the water running through 80 Olympic Lane and other East Side properties. Mr. Stewart reported that a building permit for an addition being built on 72 Olympic Lane was issued with a condition that the driveway be re-graded to direct water runoff into the roadside ditch.
9. Discussions were held pertaining to 2005 budget. Treasurer Amundson gave a detailed report on a preliminary PLDD budget for the next year. Treasurer Amundson's budget proposal shows building up PLDD contingency fund by performing small cost construction projects. Proposed budget shows an assessment increase of approximately 9%. John Van Zonneveld, LMC Vice President, expressed his concerns regarding the amount of the PLDD assessment paid by the LMC. Mr. Van Zonneveld was provided a copy of the PLDD 2005 budget proposal as well as a copy of PLDD six-year budget projection. Following discussion, Mr. Baker was directed to make calculations of the 2005 assessment for LMC properties as soon as

possible. Discussion followed. The Commissioners have to finalize their 2005 budget at the next (November 11) PLDD meeting.

**New Business:**

1. Mr. Baker brought in a cost estimate for a twice a year water quality testing at five locations. Water quality testing was required for the Comprehensive Plan Study. Since the completion of the Comprehensive Plan occasional water quality testing within the district is recommended but not mandatory. Following discussion, the Commissioners decided not to budget for any water quality testing in 2005 and will consider it in 2006.

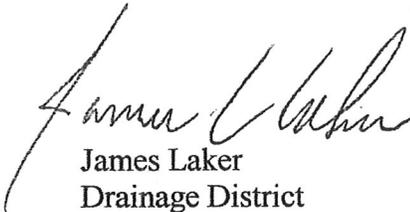
The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on 11 November 2004.

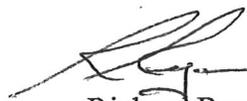
The 28 October meeting adjourned at 11:25 AM.

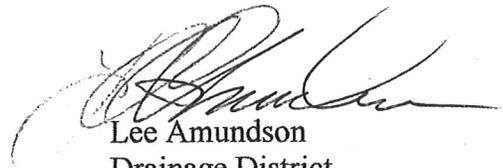
Respectively Submitted:

Approved:

Approved:

  
James Laker  
Drainage District  
Secretary

  
Richard Regan  
Drainage District  
Chairman

  
Lee Amundson  
Drainage District  
Treasurer