

Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 74th Regularly Scheduled Meeting
10 AM, 12 May 2005

Call to order and Approval of Minutes:

The 74^d regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Richard Regan.

Bid Opening for Adventurer Lane Drainage Improvement Project, 10 AM: Barry Baker, Gray & Osborn Inc., announced bid opening for Adventurer Lane Drainage Repair Project. One bid was submitted. Mr. Baker announced bids closed. Having opened the bid package, Mr. Baker announced the bidder Seton Construction of Port Townsend for a total of \$10,611.76. Bid packages for this project had been mailed to eight Small Works Roster contractors.

Bid Opening for Oak Bay Road/Montgomery Lane Conveyance System Repair Project Phase III: This bid opening was postponed two weeks due to a clerical duplicating error in bid packages. Mr. Baker will mail out corrected bid packages as soon as possible.

Approval of the Minutes: Minutes of the regular 10 February and 10 March 2005 meetings were approved as written.

Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 14 April to 12 May 2005 for the total amount of \$ 60,041.53. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
05-026	2,477.83	PENSCO TRUST CO.
05-027	6,108.49	DEPARTMENT OF ECOLOGY
05-028	4,991.70	GRAY & OSBORNE
05-029	82.50	KNAUSS LAW FIRM
05-030	353.24	OLGA WILSON
05-031	58.52	BANK OF AMERICA
05-032	200.00	VIRGINIA BROWN
05-033	34,132.50	AMERICAN MARINE BANK
05-034	11,636.75	JEFFERSON COUNTY TREASURER

Public Forum:

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

Old Business:

1. Discussions were held pertaining to the Oak Bay Road Conveyance Repair Project Phase III. Mr. Baker stated that bid opening for this project was postponed two weeks due to a clerical duplicating error. A Montgomery Lane resident expressed his concerns about a gradual increase of the amount of water draining through the culvert on the vacant lot above his property. Mr. Baker briefly explained Phase III and assured the resident that this project should reduce the water flow through the above-identified culvert. Discussion followed.
2. Discussions were held pertaining to the Comprehensive Plan update. Mr. Baker is working on an inventory of all drainage easements that need to be maintained by the PLDD and the costs of their maintenance to be included into Comprehensive Plan amendment. The commissioners should have a draft copy of the amendment for a review in July-August of this year.
3. Discussions were held pertaining to the large greenbelt project scheduled to be designed this year. The area has been surveyed. The surveyors shot the location of each individual tree over 8" in diameter. Mr. Baker will prepare a list of trees that might have to be removed for this project. Greenbelt Committee will be consulted. The commissioners are looking into solving the drainage problem in that area of the North Bay with the least impact on the greenbelt. However, currently water drains through four vacant lots and unless drainage easements for those properties are obtained the water will have to be rerouted. Mr. Baker was directed to try to save as many trees as possible while planning and, in the future, executing this PLDD project. Discussion followed.
4. Discussions were held pertaining to the status of the TrendWest Timeshare project. Al Scaff, Jefferson County Department of Community Development, personally attended this meeting to explain the developer's intentions and the county's processing process of this development application. The decision to approve or disapprove this application will be made by a Hearing Examiner sometime in August 2005. County staff report responding to public comments, which include PLDD comments, will be available for a public review seven days before the hearing. After the hearing, the Hearing Examiner will have ten days to make his decision on this project. The PLDD is concerned about obtaining sufficient drainage plans for the development before the development is allowed and built, as once the development is completed maintenance of its drainage facilities becomes responsibility of the PLDD. The SEPA for this project is yet to be issued. Therefore, the PLDD will have another chance to comment on this proposal.

5. Discussions were held pertaining to the status of Ludlow Bay Village Supplemental Environmental Impact Statement. Al Scalf announced that Final SEIS would be available for a review May 18. Mr. Scalf proceeded with explaining the process leading to the Hearing Examiner decision on this project. Tentative date of the hearing is June 7. Discussion followed.
6. The commissioners received a letter from Mike Fessler, Condon Lane resident, regarding drainage of the newly developed property adjacent to his house. The drainage problem in the area is similar to the one at Libby Court that was fixed earlier this year. A temporary solution to the problem was provided by drainage arrangement put in place by the builder of the new house on lot 2-1-024. The PLDD will be replacing the pipe to provide a permanent solution to the drainage in the above-described area. Mr. Fessler's concerns about erosion of the bank were addressed in a prolonged discussion that followed
7. Mr. Baker brought in a list of all easements between Montgomery Lane and the bluff. One easement is privately owned by a resident, Ted Knauss, PLDD attorney, will be asked to write legal descriptions of the rest of the easements on Mr. Baker's list.
8. Treasurer Amundson stated that he questions if the current PLDD insurance is suitable for PLDD needs. Mr. Knauss was asked to review the policy and look for another insurer that might be able to provide PLDD with a more suitable coverage at a cheaper rate. Current PLDD insurance does not cover flood damage.

New Business:

1. Discussions were held pertaining to PLDD involvement with the Jefferson County Department of Community Development in respect to inspection of drainage facilities during the construction of a home or other structure. Commissioner Regan reviews drainage plans for the applications that come to the county for building permits. Once the plans are approved it is up to a county inspector to check that the drainage plan is implemented. Mr. Regan reported several cases where the drainage plans approved by the PLDD, and, therefore, the county, as a part of a construction application, had not been implemented. During the discussion that followed, the county representatives assured the commissioners that they were in a process of training the inspectors to inspect drainage.
2. Discussions were held pertaining to the maintenance of small drainage channels within drainage easements throughout the District. Mr. Baker is in a process of making an inventory of all small drainage channels in need of annual maintenance. He recommended maintenance in early fall as a part of Area 7 Detention Pond maintenance contract. Discussion followed.

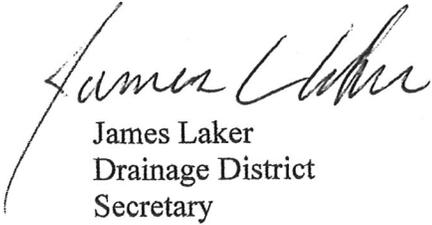
The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on 26 May 2005.

The 12 May 2005 meeting adjourned at 11:30 AM.

Respectfully Submitted:

Approved:

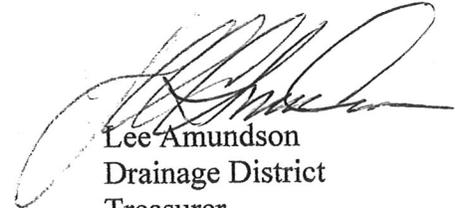
Approved:



James Laker
Drainage District
Secretary



Richard Regan
Drainage District
Chairman



Lee Amundson
Drainage District
Treasurer