

Port Ludlow Drainage District

Post Office Box 65261
Port Ludlow 98365

Minutes of the 101st Regularly Scheduled Meeting
10:00 a.m., 8 February 2007

Call to order:

The 101st regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order at 10:00 a.m. by the Chairman Commissioner Leland Amundson with the first order of business being approval of the minutes of the regular 11 January 2007 meeting. The minutes were approved as written.

Expenses:

The PLDD Commissioners discussed and approved Drainage District expenses that have accrued from 11 January to 8 February 2007 for the total amount of \$ 2,443.96. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
07-008	216.80	LMC
07-009	1,312.16	GRAY & OSBORNE
07-010	210.00	WALTER CAIRNS
07-011	306.00	LEE AMUNDSON
07-012	216.16	VIRGINIA BROWN
07-013	182.84	OLGA WILSON

Public Forum:

The Commissioners had invited Ted Knauss, PLDD attorney, to attend this meeting to provide a legal opinion on whether the District has a legal right to collect drainage review fees. The commissioners spent significant time explaining the process of PLDD involvement in reviewing drainage plan submissions for the ACC and the county. Mr. Knauss will research the issue.

John Van Zonneveld, President of Admiralty II, expressed concerns that already bad drainage problems at the Admiralties would increase with building of Admiralty III. The Commissioners informed Mr. Van Zonneveld that the hearing examiner on the case recommended that PLDD be kept involved with developing of the drainage system for the Admiralty III and that this recommendation was accepted by the County Commissioners. PLDD Commissioners will work with the county to see to the development of a drainage system that will not compromise Admiralty II. Mr. Baker and Commissioner Cairns had recently met with county engineer and planner. The county officials were made aware that detention and infiltration do not work in this area of Port Ludlow. The runoff from Admiralty III will have to be directed into the bay by means of controlled discharge.

Jim Wooley, Goldfinch Lane resident, asked for Commissioners' assistance in addressing a drainage problem effecting his house. The property had an elaborate drainage system installed at the time of development, which does not appear to keep the garage dry since the development of an upstream property. The Commissioners directed Mr. Baker to visit a property immediately after this meeting to assess the situation.

Judith Morris, Jefferson County Auditor, reported processing PLDD assessment roll for 2007 and reestablishing PLDD reserve fund.

Dean Nelson, GBC Chairman, informed Commissioners of a tree removal request submitted for a Foster Lane greenbelt. A copy of the request will be forwarded to the Commissioners for a review. The GBC is concerned of how this tree removal might effect the drainage in that area.

Old Business:

1. Mr. Baker gave an update on the Foster Lane project. Additional survey is being conducted the week of this meeting. Once the survey is done Mr. Baker will be able to finalize the design.
2. Discussions were held pertaining to the Condon Lane Outfall Drainage Improvement Project. Mr. Baker reported a survey crew being on site the day of this meeting. The survey has been delayed due to the tides. Mr. Baker will proceed with designing this project once the survey is completed.
3. The survey crew working at Foster Lane and Condon Lane project sites this week will also survey the Libby Court area. Commissioner Amundson reported receiving a drainage complaint from the area resident. Without a survey it is impossible to say whether a recent house addition being built on the property or on the greenbelt. Mr. Baker cannot make a recommendation of what needs to be done without the survey data. The Commissioners and Mr. Baker will visit the site immediately after this meeting.
4. Mr. Baker brought in a draft document to be submitted for a distribution by the county to those who intend to build within Port Ludlow Drainage District. The document includes a basic map of the PLDD showing county facilities and identifying those of them that are known to be undersized. A recommendation is that areas with undersized facilities be fixed or be required to have on-site drainage facilities with others being directed to drain in the roadside ditches. In addition, the map shows the area where soils allow infiltration. The handout suggests three ways of addressing drainage when developing property area within the PLDD with first choice being direct discharge to an approved point of discharge, second choice being on-site detention (for the areas with undersized facilities), and last choice being infiltration (only for the area identified on the map as suitable for infiltration). Mr. Baker will prepare cost estimates for upsizing county facilities, which, if done, will eliminate the need for on-site detention systems.
5. The county ordinance requirement to infiltrate drainage from all developments within a quarter mile from the shoreline was based on a specific report by Hong West Associates (HWA) pertaining to seawater infiltrating into wells. Having contacted the HWA, Mr. Baker received an assurance that their report was no intended to create a blanket ordinance and that Port Ludlow should not have been effected by the findings of that report. The company agreed to write a statement to the county explaining that Port Ludlow should not be subjected to infiltration requirement because infiltration in glacial till areas of Port Ludlow was both ineffective and dangerous to the stability of the bluffs. Following brief discussion, Commissioner Cairns made a motion to direct Mr. Baker to authorize HWA to prepare a letter to the PLDD to be forwarded to the county explaining the condition of the Port Ludlow bluffs and the ineffectiveness and danger of using infiltration here as drainage control measure. Motion carried by a unanimous vote of the Commissioners. The letter was estimated to cost PLDD \$1,030.

New Business:

1. Commissioner Amundson reported receiving a letter from PLDD insurance company informing the Commissioners that in accordance with new RCWs they must appoint an agent to receive claims for damages. The letter contained a sample resolution to this effect. The Commissioners selected PLDD Secretary to be their agent. Mr. Laker will prepare a resolution to be passed at the next meeting and recorded with the state. Beach Club address and hours of operation will be used as business address and work hours of the PLDD agent for insurance claims. PLDD has an agreement with LMC to use Beach Club address as business.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on 8 March 2007 at 10:00 a.m. at the Beach Club Bay View Room.

The 8 February 2007 meeting adjourned at 11:15 a.m.

Respectfully Submitted:

Approved:

Approved:

James Laker
Drainage District
Secretary

Walter Cairns
Drainage District
Commissioner

Lee Amundson
Drainage District
Chairman & Treasurer