

Port Ludlow Drainage District

Post Office Box 65261
Port Ludlow 98365

Minutes of the 105th Regularly Scheduled Meeting
10:00 a.m., 14 June 2007

Call to order: The 105th 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 10 May 2007 meeting. The minutes were approved as written.

Expenses:

The PLDD Commissioners discussed and approved Drainage District expenses that have accrued from 10 May to 14 June 2007 for the total amount of \$ 16,688.52. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
07-036	536.00	KNAUSS LAW FIRM
07-037	332.13	OLGA WILSON
07-038	10,250.00	PUBLIC WORKS BOARD
07-039	216.80	LMC
07-040	297.88	WALTER CAIRNS
07-041	4,855.71	GRAY & OSBORNE
07-042	200.00	VIRGINIA BROWN

Public Forum:

Ted Buehler, Fleet Drive resident, expressed his concerns with the new house construction on lot # 2-3-104. With his property being downstream from the construction site, Mr. Buehler is concerned that the runoff might create drainage problems for his lot and the house. Mr. Baker was directed to visit the construction site and check if the drainage plan is being implemented as approved.

Old Business:

1. Discussions were held pertaining to the development of the old log dump area. John Van Zonneveld reported a preliminary application meeting being held by the developer earlier this month. The developer is planning to build approximately forty houses in that area previously designated for the Trendwest Development. Mr. Baker was invited to participate in that meeting. He reported stating PLDD concerns with the drainage in that area. He emphasized that PLDD will not accept anything not built up to the standards set in 2005 Stormwater Manual. As a SEPA agency, PLDD will be notified once the application is formally filed with the county and will be able to comment.
2. Discussions were held pertaining to the Foster Lane Drainage Improvement Project. The contractor, Seton Construction of Port Townsend, has started the work. Most of the pipe and three catch basins have been installed. Mr. Baker reported an unanticipated utility conflict. A broken waterline is now contained with water service being reestablished. The drainage pipe will go over the top of the waterline. All is left is grading and ditch work and the improvement of the outfall itself. Mr. Baker spent some time explaining the system design. Grading and benching was not in original plans. However, per Mr. Baker, no change order was requested at this time. Mr. Van Zonneveld asked that the LMC be provided with a set of completed drawings for this project. Mr. Baker responded that finished drawings would be available from the county one the project is completed. The commissioners will visit the site immediately after this meeting.

3. Condon Lane Outfall Drainage Improvement Project is being advertised.
4. Last month Mr. Baker reported sending revised maintenance contract for clearing underbrush in selected drainage areas to the Yard Dogs Landscaping. To date, there was no response. However, the areas are getting maintained. Mr. Baker reported checking most of the areas identified for maintenance and was going to check the rest after this meeting.
5. Commissioner Cairns reported searching the records for the access to the greenbelt area ditch by the Moseley's property (101 Fleet Drive). Joe Thompson is scheduled to excavate the ditch on June 26. Mr. Cairns will personally notify adjacent property owners.
6. Discussions were held pertaining to the Montgomery Lane to Libby Court Drainage Improvement Project that will divert the water from Montgomery Lane pipe running between Montgomery Lane lots # 2-1-051 and 2-1-052 to the Libby Court outfall. Mr. Baker prepared an engineering cost proposal for this project to be designed in 2007 and completed in 2008. Following brief discussion, Commissioner Cairns made a motion to accept Mr. Baker's proposal asking for \$7500 for the project design work. Motion carried by a unanimous vote. Mr. Baker estimated the project being designed and ready for approval by February 2008.
7. Last month the commissioners received a request from the LMC Architectural Control Committee to assess potential drainage effect of removing four mature evergreens from Montgomery Lane lot # 39. The ACC Board is concerned that removal of all mature trees from this property will effect the soil stability. Having discussed the issue, the commissioners agreed to stand by the original recommendations given to the ACC by Commissioner Cairns.

New Business:

1. Steve Cross, owner of Montgomery Court lot # 5-0-009, expressed his concerns with PLDD filing a complaint with the county regarding his above-identified property. Mr. Cross has partially cleared the lot and built a rock wall on the property without an ACC approval. The PLDD was concerned with the effects those actions may have on the drainage in the area. Mr. Cross reported the county following up on the PLDD complaint and determining no violation. Mr. Cross argued that PLDD had no authority to bring in the county. The commissioners informed Mr. Cross that PLDD was a public agency charged with overseeing the drainage in the area, which gave them every right and an obligation to report for investigation any action that might result in a potential drainage damage.
2. Mr. Van Zonneveld announced Jefferson County holding a meeting to explain newly passed Interim Critical Areas Ordinance. The meeting will be held at 3 p.m. on June 27 at the Beach Club Bay View Room. The commissioners asked Mr. Baker to attend this meeting.
3. To date, the commissioners received no update on their application for a UDC amendment filed with the county almost a year ago. Mr. Baker recommended that the commissioners bring this up at the County Commissioners' meeting before involving their legal council.

At 11:20 a.m. the commissioners recessed the meeting to go into an executive session to discuss employment of a new administrative assistant. Mr. Wilson can no longer provide her services to the PLDD.

The meeting has reconvened at 11:45 a.m.

Commissioner Cairns made a motion to hire Susan Bartkus as the new PLDD administrative assistance at an hourly pay of \$12.50. Motion carried unanimously. Ms. Wilson will train Ms. Bartkus and supervise her at the next (July 12) PLDD meeting, which will be her last day on the job.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on 12 June 2007 at 10:00 a.m. at the Beach Club Bay View Room.

The 14 June 2007 meeting adjourned at 11:50 a.m.

Respectfully Submitted:

Approved:

Approved:

James Laker
Drainage District
Secretary

Walter Cairns
Drainage District
Commissioner

Lee Amundson
Drainage District
Chairman & Treasurer