

Minutes of the 132nd Port Ludlow Drainage District
Regularly Scheduled Meeting
Thursday September 10, 2009 10:00 a.m.

Call to order: The 132nd regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by Chairman, Commissioner Leland Amundson at 10:00 a.m.

PLDD Commissioners present: Leland Amundson, Walter Cairns, James Laker

The Minutes of the regularly scheduled August 13, 2009 meeting were approved as written.

Expenses:

The PLDD Commissioners discussed and approved Drainage District expenses that accrued from 13 August 2009, to 09 September for the total amount of \$ **16,471.65**

A breakdown of this total is shown below:

VOUCHER#	VENDOR	AMOUNT
09-044	SUSAN BARTKUS	83.11
09-045	WALTER CAIRNS	140.00
09-046	GRAY & OSBORNE	12,721.74
09-047	LEE AMUNDSON	420.00
09-048	LUDLOW MAINT. COMM.	216.80
09-049	ENDURIS WASHINGTON	2,660.00
09-050	VIRGINIA BROWN	230.00

Public Forum: There were no issues brought to the Commissioners attention by the public during this forum

Old Business:

1. The **Rainier to Oak Bay Greenbelt Drainage** project was briefly discussed. Survey of this area is partially complete, total access to the area was unobtainable, now that the blackberry bushes are becoming dormant, Engineer Lockett will schedule the surveyors to finish surveying. A pre-construction **Public Works Trust Fund (PWTF)** Design portion loan has been secured for the PLDD, with the construction portion being put on hold for the immediate future. The PLDD was planning to obtain a PWTF Construction Loan at _% interest with the funding being accessible for construction in July of 2010; however, due to the economy the State Legislature deferred many of the Construction Loans for the next two (2) years with the money being put into the general fund. Commissioners instructed Engineer Lockett to proceed with the design, as the funding for that portion of the project is there, but to get a specific dollar amount prior to planning construction. Chairman Amundson relayed during the June 2009 PLDD meeting, that the PLDD has received a PWTF loan of \$46,000.00 for design, and will now use other funds in the PLDD reserve account to start construction for it_s other projects, including the Greenbelt on Rainier and Oak Bay and Cascade Lane areas.
2. Engineer Lockett reported that **Seton Construction** was the lowest bidder for the work to be done on the **Orchanian, Warbler and Jackson Lane** projects, upon her recommendation, and by a motion duly made; seconded and unanimously approved Commissioners awarded the contract to Seton Construction. This will include work to be done at the Libbey **Court Catch Basin Erosion Protection** area as a separate line item for one of the three (3) stand alone PLDD Small Works Maintenance contracts. The first contract will be for maintenance, which will include **cleaning and maintenance of ditches, the berm on Libbey court,** and repairing (filling in) the hole on **Oak bay & Baldwin**. The second Small Works Roster contract will include **Foster/ Jackson Lanes, Machias, and the small rock pad located at Warbler;** there will be three (3) schedules with this one contract.
3. The **Ditch Re-alignment from Oak Bay Road to the Wastewater Treatment Plant** was discussed, with Engineer Lockett reporting that Seton Construction was also the lowest bidder for this project. Residents William & Elizabeth Singer (owners of lot # 2-3-049) still need to sign easement consent, Ronald & Joanne Racki (owners of lot #_s 2-3-051B & 2-3-052) need to have their easement consent notarized, and a signed easement from Port Ludlow Associates (PLA) must still be obtained. Engineer Lockett will work on acquiring

these documents. Engineer Lockett previously reported that plans include continuing the French drain up to lot # 54, this will involve carrying water from the culvert and multiple lots and getting easements off Jackson Lane (because of the topography) to carry the drainage down to the Rainier/Oak Bay greenbelt, away from Ken & Merilee Mounts property on lot # 2-3-051 where it has been accumulating. Commissioners decided to eliminate the previously planned deer fencing, thereby reducing the cost of this project by \$24,000.00. By a motion duly made, seconded and unanimously approved, Commissioners voted to award the contract for this project to Seton Construction contingent upon easements being granted.

4. **Washington State Department of Ecology (DOE) Storm water Manual** requirements for land disturbing activity, specifically, the type of activity that would require a drainage plan, were again reviewed. The 2005 WSDOE Storm Water Manual, Chapter 2, Vol I, pg 2-9 flow chart describes what situations would require a drainage plan. Ms. Lockett summarized during the August PLDD meeting, that basically before clearing a lot, a storm water site plan was required if 7,000 or more square feet of land were involved. Having this type of plan would be beneficial by helping to reduce the possibility of erosion, pollution, and other complications from vegetation removal. Commissioners discussed the protocol and construction of a letter to the LMC and its Architectural Control Committee (ACC) informing them that in the future, a plan would be required in these circumstances, and that any small actions taken over a period of time could have a cumulative effect, such as recent activity on property located off of Foster Lane. This Storm Water Manual has been adopted by Jefferson County and the PLDD and therefore these rules must be adhered to by all members. Commissioner Cairns suggested that the PLDD should send a letter to the LMC, notifying them of these requirements, but prior to sending it the PLDD should get legal advice regarding this issue. Commissioners directed Engineer Lockett to draft a letter to be reviewed during the October PLDD meeting.
5. Since the Maintenance Contract Bid Opening had no bids, Commissioners agreed that it could be added as a change order to the Libbey Court project, as suggested by Engineer Lockett, that is if Seton Construction would be willing to do it, or if they would be willing to subcontract the work since Seton carries the necessary bonding and insurance. Ms. Lockett will speak with them regarding this issue.
6. Engineer Lockett submitted to the Commissioners a letter draft to Greenbelt Committee Chair, Ted Buehler regarding the PLDD opinion as to what should be done by **Mike & Elizabeth Fessler** (owners of lot #_s 1-2-023 & 1-2-022), to alleviate their curtain drain problems. Previously, Mr. Fessler made a request to the Greenbelt Committee (GBC) to remove a berm, re-seed the Greenbelt area next to his property, as well as be granted an easement for a downspout off of his property that would discharge into the Greenbelt. Mr. Fessler_s plans showed a curtain drain in the easement draining into a sump. GBC Chair Ted Buehler attended the August 13, 2009 PLDD meeting to see if the PLDD would attend to Mr. Fessler_s drainage plan. Previously In a letter to the PLDD from Mr. Buehler, dated July 23, 2009, Mr. Buehler stated *Also we thought that since you have access to an engineering firm, that possibly you could produce the required diagram, it might save the Fessler_s some time and money_*. This statement suggesting that the PLDD should pay the engineering firm for Mr. Fessler_s curtain drain plans. Commissioner Cairns recommended that Mr. Fessler have a plan prepared by a professional licensed Engineer for his own property at his own expense, including installation costs. Commissioners objected to the sump included with the plans, as well as diverting water off his property into the Greenbelt on the bluff in this area. A vote was taken to allow Mr. Fessler the right to utilize the bluff drainage easement for his roof drains with Commissioners Cairns and Laker voting against this. Commissioners then directed Engineer Lockett to send a letter from the PLDD to Mr. Fessler recommending that he have a licensed engineer design a downspout to a foundation drain ground pipe, six (6) inches underground to an elephant pipe that discharges over the bluff (to avoid erosion and saturation), or to a splash pad for disbursement, solutions that are normal courses of action for other bluff property owners. By a motion duly made, seconded and unanimously approved, Commissioners directed Ms. Lockett to send the letter to Ted Buehler, GBC Chair.
- 7.

New Business: There was no new business to discuss during this days meeting.

Commissioner_s Reports and Comments:

Commissioner_s had nothing new to report at this meeting

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on Thursday October 8, 2009 at 10:00 a.m., at the Beach Club in the Bay View Room.

The September 10, 2009 regular meeting of the Port Ludlow Drainage District adjourned at 10:55 a.m.

Respectfully Submitted:

Approved:

Approved:

James Laker
Drainage District
Secretary

Walter Cairns
Drainage District Drainage District
Commissioner

Lee Amundson
Chairman & Treasurer