

Meeting Minutes

Commissioners Meeting December 9, 2010

Meeting called to order 10:04 am. In attendance: Commissioners Cairns and Amundson, Mel and Katie Smith, Dwayne Wilcox and Engineer Lockett

1. Draft minutes November 11, 2010 Commissioner Meeting and November 17, 2010 2011 Budget Meeting approved. Commissioner Amundson motioned to accept the minutes. Commissioner Cairns seconded motion. Motion approved: 2 to 0.

2. Vouchers: Total \$3,688.75
Susan Bartkus - \$307.07
Walt Cairns - \$180.00
Gray & Osborne - \$2,715.50
LMC - \$216.80
Leader - \$39.38
Virginia Brown - \$230.00

Commissioner Amundson motioned to approve the vouchers. Commissioner Cairns seconded motion. Motion approved: 2 to 0

4. Resignation of Commissioner/Secretary Jim Laker. Commissioner Cairns sent Commissioner Laker's resignation letter to Donna Eldridge, Jefferson County Auditor. Commissioner Cairns informed Ms. Eldridge that the District intends to appoint a new commissioner.

Commissioner Amundson moved to accept the resignation of Commissioner Laker. Commissioner Cairns seconded the motion. Motion approved: 2 to 0

5. Appointment of new Commissioner

Commission Cairns indicated he would entertain a motion to appoint Dwayne Wilcox to serve out the term vacated by Jim Laker. The term runs to February 2012. If someone expresses interest in running for that position an election will be held at the appropriate time.

Commissioner Amundson moved to appoint Dwayne Wilcox to fill the position vacated by Jim Laker. Commissioner Cairns seconded the motion. Motion approved: 2 to 0.

Mr. Wilcox will arrange his swearing in with the County.

Commissioner Cairns informed Mr. Wilcox that it is the policy of the District that public funds can not be used to cure drainage problems on private property unless the problem originated on a greenbelt or public right-of-way.

6. Public Forum – Nothing to discuss

7. Old Business

a. Oak Bay/Rainier Greenbelt Drainage Improvement. Nancy Lockett and Leigh Nelson walked the alignment December 2, 2010 to verify the location of the proposed ditch. Commissioner Cairns said that the specifications must include recognition that the trees belong to the LMC the method of disposal must be coordinated with LMC. Nancy Lockett described the Public Work Trust Fund loan program to Mr. Wilcox.

b. WWTP Ditch Maintenance. Nothing new to report

c. Stormwater Sampling. Nancy Lockett and Leigh Nelson completed Stormwater quality sampling at the five locations included in the 2003 water quality sampling. The water quality results have been tabulated. No major deviation from the previous results. The results will be included in the Stormwater Comprehensive Plan Update and sent to Pat Pearson, WSU Extension for her information.

d. Baldwin Ditch. The Smith's reported the larger rocks Joe Thompson added to the ditch seem to be doing a good job of preventing erosion of the ditch.

8. New Business

a. Natural Hazard Mitigation Plan. Commissioner Cairns explained that in 2004 the District signed on a participant in the Jefferson County/City of Port Townsend Natural Hazards Mitigation Plan. By participating in the plan the District has the right to appeal for grant funding under this program in the case of damage to Stormwater facilities caused by a natural disaster. The plan was revised in 2009. The District needs to formally adopt the plan by resolution.

Commissioner Cairns made a motion to adopt Resolution No. 14 adopting the Jefferson County/City of Port Townsend Natural Hazard Mitigation Plan, 2009 Revision. Commissioner Amundson seconded the motion. Motion to adopt Resolution No. 14 approved: 2 to 0

Meeting adjourned 10:30 am

Respectfully Submitted:

Approved:

Approved:

Dwayne Wilcox
Drainage District
Secretary

Walter Cairns
Drainage District
Chairman

Lee Amundson
Drainage District
Treasurer

RESOLUTION NO. 13

A RESOLUTION ADOPTING THE JEFFERSON COUNTY – CITY OF PORT TOWNSEND NATURAL HAZARDS MITIGATION PLAN AS THE OFFICIAL NATURAL HAZARDS MITIGATION PLAN FOR PORT LUDLOW DRAINAGE DISTRICT

WHEREAS, the Jefferson County Natural Hazards Mitigation Plan is a Multi-Jurisdictional Plan that meets the Federal Emergency Management Agency requirements for compliance with the Disaster Mitigation Act of 2000 (44CFR 201.6); and

WHEREAS, the Jefferson County Natural Hazards Mitigation Plan provides a current framework for natural hazard reduction in the community, and the framework for the plan has been reviewed through an extensive public involvement process; and

WHEREAS, an environmental review process was completed for the Jefferson County Natural Hazards Mitigation Plan and said plan is in compliance with all procedural requirements; and


WHEREAS, the Jefferson County Natural Hazards Mitigation Plan will need to be reviewed and updated on a regular basis and the Port Ludlow Drainage District will need to continue to remain an active participant in the review and updating process in order to continue to meet the requirements of the Disaster Mitigation Act of 2000 (44CFR 201.6); and

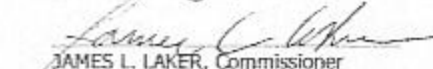
WHEREAS, it is concluded that the adoption of the Jefferson County Natural Hazards Mitigation Plan is necessary and in the public interest;

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson County Natural Hazards Mitigation Plan is hereby adopted as the official natural hazards mitigation plan for the Port Ludlow Drainage District.

Passed and approved at a regular meeting of the Port Ludlow Drainage District Board of Commissioners this 8 day of July, 2004.

JEFFERSON COUNTY, WASHINGTON


RICHARD P. REGAN, Chairman


JAMES L. LAKER, Commissioner

Port Ludlow Drainage District

District Profile

Miles of Ditches*:	15	miles
Value of Ditches*:	\$1,600,000	
Number of Catchbasins:	65	
Value of Catchbasins:	\$130,000	
Number of Detention systems:	1	
Value of Detention system:	\$100,000	
Value of Area Served:	\$1,820,000	

* Includes facilities in Jefferson County Public Rights-of-way

Critical Facilities (Owned by District):

1. N/A

Approximate value: \$

Outline of Area Served: North Bay development of Port Ludlow. Comprises the area north and west of Port Ludlow Bay

Current and Anticipated Service Trends: Upgrading of the existing facilities.

Natural Hazard Event History

NATURAL HAZARD EVENTS (1975-PRESENT)		
Type of Event	Date	Total Public Damage
Rain on snow/runoff	1996	No value documented

Natural Hazard Vulnerability Analysis Rating

This District is most vulnerable to the following natural hazards - ranked in order:

1. Earth movement – quake or slides especially at coastal bluffs
2. Large precipitation/runoff events, localized flooding and erosion

Existing Applicable Natural Hazard Mitigation Policies, Ordinances, and Codes

1. Jefferson County Unified Development Code

Proposed Natural Hazard Mitigation Measures

1. LT-EQ-13: Upgrade existing drainage facilities to withstand earthquakes better.
2. LT-FL-7: Upgrade drainage conveyance to handle 100-year flood event.
3. OG-MH-0: Participate in 2009 Jefferson County Natural Hazard Mitigation Plan

Existing Applicable Hazard Mitigation Associated Plans and/or Documents

1. None

**PORT LUDLOW DRAINAGE DISTRICT
RESOLUTION NO. _____**

**IN THE MATTER OF ADOPTING THE *JEFFERSON COUNTY – CITY OF PORT
TOWNSEND NATURAL HAZARDS MITIGATION PLAN (REVISED 2009)* FOR
THE PORT LUDLOW DRAINAGE DISTRICT**

1. WHEREAS, the Disaster Mitigation Act of 2000 (44CFR 201.6) (the Act) required the development of a Natural Hazards Mitigation Plan as a prerequisite for pre-disaster and post-disaster Hazard Mitigation Grants, including Natural Hazards Mitigation Planning Grants, and
2. WHEREAS, in 2004 the Jefferson County Department of Emergency Management, on behalf of Jefferson County, its special districts and the City of Port Townsend, coordinated development of a joint jurisdiction Natural Hazards Mitigation Plan, and submitted the adopted plan to the Federal Emergency Management Agency (FEMA) for approval according to the Act, and
3. WHEREAS, FEMA determined that the submitted 2004 Natural Hazards Mitigation Plan met or exceeded the criterion of the Act, and
4. WHEREAS, the Act requires review and revision of the plan every five (5) years with the next revision due November 2009, and
5. WHEREAS, it is concluded that the adoption of the Jefferson County – City of Port Townsend Natural Hazards Mitigation Plan (Revised 2009) is necessary and in the public interest,

NOW, THEREFORE BE IT RESOLVED, that the *Jefferson County – City of Port Townsend Natural Hazards Mitigation Plan (Revised 2009)* is hereby adopted as the official natural hazards mitigation plan for the **Port Ludlow Drainage District** and repeals and replaces the Plan adopted by **Resolution 13** approved on **July 7, 2004**.

ADOPTED at the Regular Meeting of the **Port Ludlow Drainage District** Board of Commissioners, this **ninth** day of **December**, 2010.

PORT LUDLOW DRAINAGE DISTRICT BOARD OF COMMISSIONERS

SEAL:

_____, Chair

ATTEST:

_____, Member

Clerk of the Board

_____, Member