

**Minutes of the 166th Port Ludlow Drainage District
Regularly Scheduled Meeting
Thursday July 12, 2012 10:00 a.m.**

~ Approved ~

Call to order: The 166th regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by Chair Commissioner Walter Cairns at 10:00 a.m.

Attendance: Present were Chair Commissioner Walter Cairns, Secretary Commissioner Dwayne Wilcox, Treasurer Commissioner Richard Regan, Engineer Nancy Lockett, and Administrative Assistant Susan Bartkus. There were approximately 30 people in attendance.

Minutes: Commissioner Regan made a motion to approve the minutes of the Informational Special meeting of June 5, 2012, the regular June 14, 2012 meeting, and the Special Called meeting of June 15, 2012; motion was seconded by Commissioner Wilcox and carried by Commissioner Cairns. Motion approved 3-0.

Expenses: Commissioner Regan made a motion to approve the vouchers that accrued from June 14, 2012 through July 11, 2012 for a total of \$30,170.24, motion was seconded by Commissioner Wilcox, motion carried by Commissioner Cairns. Motion approved 3-0.

VOUCHER SUMMARY

VOUCHER#	VENDOR	AMOUNT
12-033	SUSAN BARTKUS	839.72
12-034	LMC	1,526.00
12-035	GRAY & OSBORNE	25,208.97
12-036	ANDERSON HUNTER LAW FIRM	1,847.00
12-037	VIRGINIA BROWN	300.00
12-038	L&I	9.79
12-039	THE LEADER	168.76
12-040	WALTER CAIRNS	270.00

FINANCIAL SUMMARY

PLDD Cash Acct	\$ 178,490.21
PLDD Reserve Acct	\$ 40,000.00
PLDD Interest Income Reserve Fund**	\$ 6,190.87
Expenses - Current month (above)	\$ (30,170.24)
Net TOTAL All Accts	<u>\$ 194,510.84</u>
Special Assessment 2012	\$ 167,600.00
Paid to Date	\$ 91,609.83
Unpaid (remaining)	\$ 75,990.17

Old Business:

1. (1:00) Commissioners conducted a review of the **Upstream Options for Oak Bay Road and Baldwin Lane Drainage**. Chair Cairns noted that there were two options for the pipe placement, either to lay it practically on top of the ground or to bury it. Commissioner Regan commented that the reason to extend the pipe to the Pioneer/Fleet intersection is that people

have plugged the intake with leaves, grass, etc..., keeping it virtually impossible to keep the intake clean, and that the PLDD feels that extending this pipe will solve this problem. Engineer Lockett commented that during the last meeting the Commissioners felt it would be prudent to get approval from Jefferson County and Department of Natural Resources (DNR). Ms. Lockett found out that the County would charge \$370.00 for this, and that Ross Goodman of the DNR required a map for analysis (which Engineer Lockett provided to him via email), he said he would then make a determination, there has been no response from him as yet.

2. (6:00) The Washington Department of Fish and Wildlife (WDFW) representative said he would be happy to come out, view the aforementioned area and address the **Environmental Concerns Stream Designation Process** but he wants it coordinated through Jefferson County and the DNR. Ms. Lockett will try to contact these representatives again for their determinations.

Commissioner Regan noted that as yet there has been no formal Stream Designation submitted to the PLDD, and when that process is complete, that designation of a stream on the greenbelt poses problems for quite a few people. Four lots will be rendered worthless; another lot with a good portion will become a buffer zone. Commissioner Regan reported that he had previously asked Engineer Lockett to look into this matter. Engineer Lockett reported that she found the stream designation process is by DNR maps, or County maps, the other way that new locations would be designated would be if you enforce practices and applications, through the property owner, and that there is a natural watercourse directly connected to above ground channels. It looks like the area was graded, water flowed into that area of the greenbelt and it became a natural water course, but not connected to the sound, it's a type NS stream, non perennial and non fish bearing. Commissioner Regan asked who would notify the property owners, Engineer Lockett replied that the next process would be putting it onto the DNR and Jefferson County updated maps, Ross Goodwin of the DNR made the definition of what it is, but an ecologist and an attorney should be consulted, in her opinion it would depend on if it would be a typed channel. Further discussion was held regarding the devaluing of the property.

3. (10:44) Chair Cairns noted that the **Maintenance** topic he put onto the agenda had to do with the 30 inch culvert that comes down from Fleet and the place that keeps getting filled up with brush (clippings). Commissioner Cairns noted that bar screens need to be put onto the openings due to the danger that could be posed to children, and someone needed to be hired to perform this work as well as maintenance to other areas, Commissioner Regan agreed that someone should be hired. Engineer Lockett reported that whoever was hired needed to be under contract, with insurance and paying the State prevailing wage. Resident Jack Riggen noted that he thought this was a good idea, to have one person responsible for the maintenance issues, cleaning out the entrance ways to the culverts with a weed whacker and moving debris when necessary. Commissioner Regan noted that the PLDD does have a Maintenance Manual with a maintenance schedule. Commissioner Regan made a motion to have Gray & Osborne (G&O) contact Yard Dogs (the only company that submitted a small works application) and see if they could reach a contractual agreement with them to perform this work, motion was seconded by Commissioner Cairns and carried by Commissioner Wilcox. Motion approved 3-0. Resident Sally Pendergast commented that she didn't understand the Commissioners roles and why the engineering firm had to do this, why couldn't someone else do this, such as the Commissioners, why have a third party do it. Commissioners Wilcox and Cairns noted that if that were the case the PLDD would have to hire a manager. Commissioner Reagan noted that this was similar to the County Commissioners; you don't see them out doing roadwork. Commissioner Wilcox noted that the attorney could be asked, but that would cost more. Adele Govert commented that she thought the Commissioners should do it, keep it local and save money. Commissioners indicated that having a professional arrange this (G&O) would be

more cost effective, they would put it out for bid and they can go over the maintenance schedule with the firm.

4. (20:03) Discussion was held concerning the **Wetland Delineation for the Forester/Trader Lane Drainage Project**. Engineer Lockett reported that she contacted two environmental firms to conduct wetland delineation in the greenbelt on Swansonville, behind Trader Lane, this to assess the area prior to any attempts to correct the problem with flooding of property in that area. One company, Watershed, bid \$2,170.00; another company, ESA, bid the work at \$3,150.00. Resident Terry O'Brien asked if these were Seattle companies and why hadn't Peninsula companies been consulted instead. Commissioner Regan asked if he knew the names of any local companies, stating that he had no problem using a local firm as long as they were qualified. Chair Cairns tabled discussion on the matter until the August PLDD meeting after other proposals could be obtained.

New Business:

1. (25:28) Commissioner Regan noted that he felt the PLDD should get started on working on alternative solutions to the problems on the **Cascade Lane Flood Abatement Project**. Commissioner Wilcox asked Engineer Lockett to look at the 2003 G&O proposal, to see what it was, what is involved, look at the flowage rate and see how it would work. Also, to see how Jefferson County would be involved and see if we can coordinate with them. Resident Jack Rikken noted that in a previous meeting, the PLDD was provided with a proposed resolution for the Cascade problem. In that, one item was incorporated that was never finished by the firm of G&O, the number 13 item, and that was a culvert that crossed the end of the cul-de-sac at Cascade to reduce the angle that the water was coming from a catch ditch behind the property at the end of Cascade. There was a ditch that was excavated to catch the water coming out of the greenbelt. Mr. Rikken further described the ponding that occurs there and how the water could be diverted to an 18 inch culvert in the County Right of Way. Commissioner Wilcox noted that that is why he wanted to coordinate with Jefferson County. Commissioner Regan noted that there are a number of alternatives, but specific numbers need to be acquired to reach a plan of solution. Mr. Rikken was under the impression that the PLDD had constructed the problem ditch. Commissioners and Engineer Lockett informed Mr. Rikken that that ditch was put in sometime prior to 1997, way before the PLDD was formed. Resident Tim Bangle asked who authorized the County to allow the ditch to discharge into the greenbelt; Commissioner Cairns replied that it was the plat engineer working for Pope and Talbot. Resident Grant Smith noted that he'd like to see something done this summer to alleviate the problem. Chair Cairns informed the audience that due to the cancellation of the Rainier to Oak Bay project the Washington State laws dictate that this issue cannot be acted on for one year, meanwhile flow rates and other pertinent data would need to be acquired prior to anything being done. Engineer Lockett noted that survey of the ditches had not been done in the 2003 study; she walked the area with Monte Reinders to analyze the area, noting what needed repair. Resident Adele Govert requested that the PLDD would meet with Monte and John Austin to get answers and find out whose responsibility this would be, she asked the Commissioners for a verbal commitment that they would do this. Chair Cairns noted that this is what Commissioner Wilcox was talking about very early in this days meeting. Commissioner Regan made a motion to direct G&O to come up with alternative plans and costs for solutions to the Cascade Lane Flood Abatement Project, Commissioner Wilcox seconded the motion, Commissioner Cairns carried the motion asking Engineer Lockett how long it would take G&O to come up with 3 alternatives, Engineer Lockett stated that this could be done by the next meeting. Motion approved 3-0. Resident David Pendergast asked if it would be better to find out whose responsibility it is first,

to sit down with the County prior to examining alternatives. Commissioner Regan noted that until you know some of the alternatives you don't know who the responsible party will be.

Public Forum: Mr. Rikken added, specifically addressing Engineer Lockett, that one other alternative for the water coming down Rainier is to send it straight across Walker Way on down Rainier, it's a very extensive and established ditch for that water to go.

Commissioner Regan reported that the increased legal budget has been utilized, as of this date \$1,800.00 has been spent of the \$10,000.00 budget.

Commissioner Wilcox made a motion to adjourn the meeting; motion was seconded by Commissioner Regan and carried by Commissioner Cairns. Motion approved 3-0.

The July 12, 2012 regular meeting of the Port Ludlow Drainage District adjourned at 10:54 a.m.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on Thursday, August 9, 2012 at 10:00 a.m., at the Beach Club in the Bay View Room.

Respectfully Submitted:
Susan Bartkus, Administrative Assistant

Approved:

Approved:

Approved:

Walter Cairns
Drainage District
Chair Commissioner

Richard Regan
Drainage District
Treasurer Commissioner

Dwayne Wilcox
Drainage District
Secretary Commissioner