

Minutes of the 133<sup>rd</sup> Port Ludlow Drainage District  
 Regularly Scheduled Meeting  
 Thursday October 8, 2009 10:00 a.m.

**Call to order:** The 133<sup>rd</sup> 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, and James Laker  
 PLDD Commissioners deferred approval of the Minutes of the regularly scheduled September 10, 2009 meeting until November 12, 2009 as administrative assistant Susan Bartkus was absent at this days meeting.

**Expenses:**

The PLDD Commissioners discussed and approved Drainage District expenses that accrued from 09 September, 2009 to 07 October, 2009 for the total amount of **\$4,326.3**

A breakdown of this total is shown below:

VOUCHER#	VENDOR	AMOUNT
09-050	Walter Cairns	140.00
09-051	Susan Bartkus	138.53
09-052	Gray & Osborne	3,380.84
09-053	Ludlow Maint. Com	433.60
09-054	L&I	3.39
09-0055	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 discussed. PLDD Commissioners and PLDD Engineer Nancy Lockett will have a Contract Construction meeting after this day\_s regular meeting with Seton Construction and Olympic Water & Sewer. A pre-construction Public Works Trust Fund (PWTF) Design loan was secured for the PLDD, and 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 distributing Construction Loans for the next two (2) years, money that was available has been put into the general fund. Design for PLDD projects continued, as the funding for that portion of the project was provided. Meanwhile, PLDD will use its reserve account to finance construction projects.
2. **Seton Construction** will begin working on the **Orchanian, Warbler and Jackson Lane** projects. 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 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. 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.
3. Seton Construction will also begin work on the **Ditch Re-alignment from Oak Bay Road to the Wastewater Treatment Plant** (WWTP). An impermeable membrane barrier will be put under the pond outside the WWTP fence. The deer fence that had been included in the plans has been deleted and re-work on Oak Bay has been added.
4. Commissioners reviewed a **protocol letter** drafted by Engineer Lockett to be sent to the **Ludlow Maintenance Commission** (LMC) informing them that in the future prior to any tree or brush *clearing* activities, a plan would be required (see below) and that any small actions taken over a period of time could have a cumulative effect.  
 This would be in accordance with the **Washington State Department of Ecology (DOE) Storm water**

**Manual**, which mandates requirements for land disturbing activity (the Storm Water Manual has been adopted by Jefferson County and the PLDD and therefore these rules must be adhered to by all members). 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. Plans are beneficial by helping to reduce the possibility of erosion, pollution, and other complications resulting from vegetation removal. Commissioners will revise Ms. Lockett's draft letter prior to sending it to the LMC

5.

**New Business:**

1. Engineer Lockett gave a power point history of the comprehensive storm water plans and construction efforts of the PLDD, starting with the year 2001 until the present day. Water quality testing will be completed in 2010.

**Commissioners Reports and Comments:**

1. Commissioner Walter Cairns announced that the South Bay Annexation Committee has withdrawn their request to annex South Bay to the PLDD.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on Thursday November 12, 2009 at 10:00 a.m., at the Beach Club in the Bay View Room.

The October 08, 2009 regular meeting of the Port Ludlow Drainage District adjourned at 11:00a.m, with Engineer Lockett's power point presentation following immediately after.

Respectfully Submitted:

James Laker  
Drainage District  
Secretary

Approved:

Walter Cairns  
Drainage District  
Commissioner

Approved:

Lee Amundson  
Drainage District  
Chairman & Treasurer