

Minutes of the 135<sup>th</sup> Port Ludlow Drainage District  
Regularly Scheduled Meeting  
Thursday December 10, 2009 10:00 a.m.

Call to order: The 135<sup>th</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

Minutes: PLDD Commissioners approved as written the Minutes of the regularly scheduled November 12, 2009 meeting, and the November 23, 2009 Annual Budget Meeting.

Expenses: The PLDD Commissioners approved Drainage District expenses that accrued from 11 November, 2009 to 09 December 2009 for the total amount of \$64,024.31

A breakdown of this total is shown below:

VOUCHER#	VENDOR	AMOUNT
09-061	LUDLOW MAINT. COMM.	216.80
09-062	WALTER CAIRNS	210.00
09-063	SUSAN BARTKUS	249.35
09-064	SETON CONSTRUCTION	58,769.16
09-065	THE LEADER	13.00
09-066	OLYMPIC TREE SERVICE	4,336.00
09-067	VIRGINIA BROWN	230.00

Public Forum:

- Mel and Katie Smith, residents of Grove Court, reported that more sand had accumulated in the area of a previous project on the east side of Oak Bay and that rocks were beginning to wash down, creating deep channels and gouges. By a motion made, seconded and unanimously approved, Commissioners directed PLDD Engineer Nancy Lockett to hire and supervise Joe Thompson to perform the repair work necessary to correct the situation, including bringing in more rock, at the cost of \$550.00.
- Commissioner Walter Cairns reported that Jefferson County Auditor Donna Eldrige had requested mailing labels for the upcoming PLDD Election in February 2010. Ludlow Maintenance Commission (LMC) General Manager Brian Belmont informed Commissioners that the LMC data base could be accessed to provide labels only for LMC residents, not for other areas in the PLDD such as Ludlow Cove. Chairman Commissioner Leland Amundson will speak with Ms. Eldrige later this day to clarify what is required.

Old Business:

1. Engineer Leigh Nelson, representing Gray & Osborne engineering in engineer Nancy Lockett's absence, reported that a survey will be done during the next two weeks for the Rainier to Oak Bay Greenbelt Drainage project. Ms. Nelson also reported that this project would not qualify for ecology Low Impact Development (LID) grant money. Commissioners are still hoping that Public Work Trust Fund loans will be restored in the near future. 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. Engineer Nelson reported that Seton Construction is done with the Jackson Lane project; two French drains were shortened as the original design length wasn't needed. Seton will possibly begin the Warbler Lane project on Monday, December 14, 2009; rock will also be delivered on that date. Engineer Nelson and Commissioner Cairns reported that access was difficult; one worker sank up to his waist in the mud, Seton had also gotten equipment stuck, at this point, access to the site was gained through another lot easement. Engineer Lockett walked the property with Mr. & Ms.

Orchanian, clearing began last Monday.

3. The Ditch Re-alignment from Oak Bay Road to the Wastewater Treatment Plant (WWTP) is substantially done, with only the landscaping restoration remaining. Engineer Lockett met with Ms. McLeod, a resident of Montgomery Lane who was concerned with saturation around her property, Ms. Lockett pointed out to Ms. McLeod that her property was being affected by groundwater saturation, not storm water runoff. Resident Katie Smith asked who would maintain the landscaping in this area. Chairman Commissioner Amundson will speak with Joe Thompson to see if he\_s willing to perform the landscape maintenance. He will then ask Port Ludlow Associates (PLA) for their consent, since they are the property owners.
4. A protocol letter prepared by Engineer Lockett, was approved and signed by PLDD Commissioners and will now be sent to the Ludlow Maintenance Commission (LMC). This letter notifies 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.
5. Engineer Nelson reported that an estimate from Seton Construction hasn\_t yet been given for the Libby Court Catch Basin Erosion Protection Project. During the November PLDD meeting, Commissioners directed Engineer Lockett to speak with Mr. Thompson about performing regular maintenance there. Ms. Nelson also reported that Ms. Lockett will return for the January 14, 2010 PLDD meeting.

#### New Business:

1. Commissioner Walter Cairns requested that the engineers investigate the Water Flow into the Bioswales and the Detention Pond; he is concerned because he hasn\_t observed any water coming down there, and he suspects that there must be an obstruction by Michael Cahn\_s home on Well\_s Ridge Court. Commissioner James Laker reported that he will walk down to the area to observe the situation as well.

Commissioner\_s Reports and Comments: Commissioners had nothing new to report beyond what was discussed earlier during this meeting.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on Thursday January 14, 2009 at 10:00 a.m., at the Beach Club in the Bay View Room.

The December 10, 2009 regular meeting of the Port Ludlow Drainage District adjourned at 10:47 a.m.

Respectfully Submitted:

Approved:

Approved:

James Laker  
Drainage District  
Secretary

Walter Cairns  
Drainage District  
Commissioner

Lee Amundson  
Drainage District  
Chairman & Treasurer

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